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मध्यप्रदेश राजपत्र

(असाधारण)

प्राधिकार से प्रकाशित

क्रमांक 501]

भोपाल, मंगलवार, दिनांक 29 दिसम्बर 2020-पौष 8, शक 1942

उच्च शिक्षा विभाग

मंत्रालय, वल्लभ भवन, भोपाल

भोपाल, दिनांक 26 दिसम्बर 2020

क्र. आर-196-सीसी-2020-अड़तीस.- मध्यप्रदेश निजी विश्वविद्यालय (स्थापना एवं संचालन) अधिनियम, 2007 की धारा 28(1) के अनुक्रम में, एकलव्य निजी विश्वविद्यालय, दमोह के प्रथम अध्यादेश क्र. 01 से 87, राज्य शासन के निर्देशों के अनुसार अधिनियम, 2007 की धारा 35 अनुसार प्रकाशित किया जाता है. संस्था के उक्त अध्यादेश प्रकाशित होने की तारीख से प्रवृत्त होंगे.

प्रथम अध्यादेश क्र. 01 से 87

मध्यप्रदेश के राज्यपाल के नाम से तथा आदेशानुसार,

वीरन सिंह भलावी, अवर सचिव.

EKLAVYA UNIVERSITY, DAMOH

DEFINITIONS

1. SHORT TITLE AND COMMENCEMENT

- a. These ordinances may be called the first ordinances of Eklavya University, Damoh.
- b. They shall come into force on such date as the Governing Body may, appoint thereof.

2. DEFINITIONS

In these ordinances unless the context otherwise requires:

- a. **"A Regular Course of Study"** means the courses of study running in the University as full time or campus-based study.
- b. **"Act"** means Madhya Pradesh Niji Vishwavidyalaya (Sthapana Avam Sanchalan) Adhiniyam, 2007.
- c. **"Branch of Courses of Study"**, means the area of the specialization of the study of any of the programs of respective School/Faculty.
- d. **"Controller of Examination"**, means the person who has been put in charge to conduct the examination(s).
- e. **"Detained student"**, means the student who has taken admission in the University as regular student but has not been permitted to appear in the examination due to shortfall of attendance or any other reason.
- f. **"Doctoral Programs"**, means the Ph.D./Doctorate/Research Programs in the respective branches/departments of the respective School/Faculty.
- g. **"Duration of Program"**, means the whole tenure of the particular program (grace period of the program is not included in the tenure).
- h. **"Examination Hall"**, means the examination place, room, location, where students have to appear for the respective examinations.
- i. **"Examination Pattern"**, means the system of the examination being followed by the University.
- j. **"External Examiner"**, means the examiner from other University/Institution.

- k. **"Fee"** means the collection made by the University from the students, by whatever name it may be called.
- l. **"Internal Examiner"**, means the examiner from a teaching School of the University.
- m. **"Ordinance"** means the First Ordinances 2020 of Eklavya University, Damoh, made under Madhya Pradesh Niji Vishwavidyalaya (Sthapana Avam Sanchalan) Adhiniyam, 2007.
- n. **"Post Graduate Programs"**, mean the Master's Degree Programs in the respective branch/department of the respective School/Faculty.
- o. **"Regulation"** means the regulation made under the provisions of the Act
- p. **"Undergraduate Programs"**, means the Bachelor's Degree programs in the respective branch/department of the respective School/Faculty.
- q. **"University Grants Commission Regulation 2010"** or **"UGC Regulation 2010"** means the University Grants Commission (Establishment of and maintenance of Standards in University) Regulation 2010 made under the University Grants Commission Act, 1956 (No. 3, 1956) as amended from time to time.
- r. **"University Grants Commission"** or **"UGC"** means the University Grants Commission established under the University Grants Commission Act, 1956.
- s. **"Words and Expressions"** used but not defined in these Ordinances shall have the same meaning as assigned to them in the Act.
- t. **"Sponsoring Body"** means Ojaswini Samdarashi Nyas, Public Trust registered under Public Trust Act of Govt. of Madhya Pradesh.
- u. **"Academic Council"** means the Academic Council of the University.
- v. **"Admission Committee"** means the committee responsible for planning, organizing and controlling the admissions to various programs conducted by the University.
- w. **"Board"** means the Board of Studies or the Planning Board, or any other Board of the University.
- x. **"Chancellor", "Pro-Chancellor", "Vice-Chancellor"** and **"Pro-Vice-Chancellor"** means respectively the "Chancellor", the

- "Pro-Chancellor", the "Vice-Chancellor", and the "Pro-Vice-Chancellor" of the University.
- y. **"Course Coordinator"** shall mean a faculty member who shall have full responsibility for the course, coordinating the work of other faculty member(s) involved in that course, including setting up of course syllabus, timeline for conduct of various components of the course, examinations and the award of grades. In case of any difficulty, the student is expected to approach the Course Coordinator for advice and clarification.
- z. **"Dean, Director/Principal"** means the Head of a School / Faculty, or the person appointed for the purpose to act as such in his absence.
- aa. **"Degree/Diploma Programs"**, means the Degree/Diploma Programs in the respective branch/department of the respective School.
- bb. **"Degree/Diploma"** shall mean; the Bachelor's Degree/Diploma of the University as may be approved by the Governing Body of the University.
- cc. **"Employee"** means any person duly appointed through appointment letter etc. by the University and includes a teacher or any other member of the staff of the University.
- dd. **"Faculty"** means different streams of learning of the University. e.g. Faculty of Basic Science, Faculty of Engineering etc.
- ee. **"Governing Body"** means the Governing Body of the University.
- ff. **"Hostel"** means scholar/students Hostel of the University.
- gg. **"Institution"** means an institution including existing one or an Institution established or maintained by or associated or constituent to the University in accordance with the Act, Ordinance and the Statutes of the University.
- hh. **"Investigator"** means the person in charge of a project allotted to him/her by any of the research organizations like DST/CSIR etc. along with financial support/grant or a consultancy service allotted along with financial support.
- ii. **"Invigilator"** means the teacher or person who has been assigned duty in the particular examination hall.
- jj. **"Management"** shall mean the Governing Body or any authority or officer of the University, designated by the Governing Body,

Chancellor, Byelaws, and Ordinances and Statutes of the University, to exercise powers over specified functions.

- kk. **"Prescribed"** means prescribed by the Statutes.
- ll. **"Programs of Study"** means the Academic Programs offered by the University leading to award of degrees/diplomas/certificates as per the conditions so prescribed for each Program.
- mm. **"Records and Publication"** means the records and publication of the University.
- nn. **"Registrar", "Deputy Registrar", "Finance Officer", "Controller of Examinations", "Librarian" or, "Chief Proctor"** means respectively the Registrar, the Deputy Registrar, the Finance Officer, the Controller of Examinations, the Librarian or the Chief Proctor of the University.
- oo. **"Regular Student"**, means the student who is studying in full time program running in the University in the respective academic year, and seeks permission for appearing in examination of the University as such.
- pp. **"Regulatory Body"** means statutory bodies established by the Central Government from time to time such as University Grants Commission, All India Council of Technical Education, Distance Education Council, Indian Nursing Council, Para Medical Council of India, National Council of Teacher Education, Pharmacy Council of India, Council of Agriculture, or any other statutory body as the case may be.
- qq. **"School Moderation Committee"** shall mean the committee appointed by the Vice Chancellor for each School to moderate grades awarded by the faculty and course coordinators in different course(s) in a semester at a given level of a curriculum. It shall normally be headed by the Head of the Department and consists of all course coordinators as members.
- rr. **"School"** means a Faculty of Study and includes a Centre of Study and Research.
- ss. **"Semester System"** means the temporal plan of the Academic work in the University, in which, the academic year is divided into two independent semesters like even (Jan-June) and odd (Jul-Dec), for purpose of delivery of course work, evaluation and monitoring of the progress of students.

- tt. **"Statutes"** and **"Ordinances"** means respectively, the Statutes and the Ordinances of the University for the time being in force.
- uu. **"Student"** means a student enrolled in the register of the University.
- vv. **"Supervisor/Guide"** means a member of academic staff of the University approved to guide/supervise the research work of PhD student/Scholar.
- ww. **"Teacher of the University"** means Professors, Associate Professors, Assistant Professor, and such other persons as may be appointed for imparting education/instructions or conducting research in the University and are designated as teachers by the Ordinances.
- xx. **"University Disciplinary Committee"** means the standing or adhoc committee of faculty /staff of the University, constituted by the Vice Chancellor for maintenance of good order & discipline and code of conduct amongst students, investigating any breach of same and awarding punishment as per rules or recommending the same to the Vice Chancellor and further recommending remedial measures to avoid recurrence of same.
- yy. **"University Examination Committee"** means the committee constituted to oversee the examinations in the University. Its compositions, powers and functions, when constituted, shall be as defined in the Statutes of the University.
- zz. **'He' & 'His'** wherever they figure in the ordinances shall imply 'he'/'she' and 'his'/'her' respectively.

EKLAVYA UNIVERSITY, DAMOH**ORDINANCE NO. 01****ORDINANCE PERTAINING TO ADMISSION & ENROLLMENT OF STUDENTS****1. ADMISSIONS**

Admission in the courses of the University will be regulated under admission regulation passed by Governing body of the University. Subsequent Changes made in the regulation by Governing body will be applicable as per recommendation of Governing body. However, the Ph.D. admissions shall exclusively be governed as per the Ordinance for Ph.D.

2. PREAMBLE

"Qualifying Examination" means an examination, the passing of which makes a student eligible for admission to a particular year in a course of study leading to Bachelor's or Master's Degree or Diploma or other program offered by the University.

"Equivalent Examination" means an examination, which has been conducted by:

- a. Any recognized Board of Education, or
- b. Any Indian University incorporated by any law in force for the time being,
- c. Any foreign University/Board that has been recognized by Association of Indian Universities or equivalent.

3. ADMISSION PROCEDURE

The University shall follow the admission procedure to courses, specified by the competent authority of University / State Government norms and respective statutory body.

- a. The University will issue the admission notification on the University's website/ newspapers/notice board of the University and other publicity media before the commencement of a new academic session.
- b. Admission in the University shall be made strictly on the basis of Merit or University entrance exam, as decided by the Academic Council of University from time to time.
- c. The University, promoted by a Jain minority Sponsoring Body shall have the right to reserve a quota for admission in the various courses conducted by the University for Jain minority students.
- d. The University reserves the right to have a reserved quota to be decided by the Governing Body of the University.

- e. Merit for admission in the constituent Units of the University may be determined either on the basis of marks or grades in the qualifying examination and achievements in the co-curricular and extra-curricular activities or on the basis of marks or grades obtained in the Entrance Test conducted at the State or National Level, as per the norms of the Regulatory Bodies.
- f. Enrollment will be assigned to the student by the University after admission in course/program, verification of all required documents, and payment of the prescribed fees. Documents including –
 - i. School/College Leaving Certificate/**Transfer Certificate** signed by the head of the School/Faculty last attended by the student.
 - ii. True copy of the **Statement of Marks** showing that the applicant has passed the qualifying examination, and in case the student has passed the examination as a private candidate, a certificate signed by two responsible persons certifying to the character of the applicant is also required.
 - iii. Student shall submit an Eligibility or a **Migration Certificate** from the Secretary, or a Registrar of a Board or University as the case may be along with the immigration fee, as prescribed.
 - iv. Any other documents required by the concerned School/Faculty.

Provided that, if it does not become possible for the applicant to obtain a Migration Certificate in time for submitting the application, he can make the application in time stating that the certificate shall be produced as soon as it is received and for that purpose he may be allowed such time as the University may specify.

Provided that, nothing in this section shall be deemed to prevent the University from making special provision for the employment or admission of women, persons with disabilities or of persons belonging to the weaker sections of the society and, in particular, of the Scheduled Castes, the Scheduled Tribes and the other socially and educationally backward classes of citizens; these may include other backward classes. Reservation of seats and relaxation in fee for the candidates belonging to SC/ST/Other Backward Class Categories/Jain Minority shall be observed as per state Government norms.

- g. The Vice Chancellor shall be the final authority for admission of all students, including those pursuing research, into various courses of study in accordance with the rules framed in this regard from time to time by the University.
- h. No candidate shall be entitled to claim admission as a matter of right.

- i. At the time of admission, every student shall be required to sign a declaration to the effect that he/she submits himself to the disciplinary jurisdiction and rules of the University.
- j. All the admissions shall be made by the Registrar / an Admission Committee constituted for the said purpose as per the eligibility conditions prescribed for the courses offered by the University.
- k. No student migrating from any other University shall be admitted to any class in a School/Faculty unless he has passed the examination which has been declared by this University as equivalent to the qualifying examination for a student of the University.
- l. An applicant for admission to a course leading to a Bachelor's Degree shall not be so admitted unless he is prepared to appear in all subjects prescribed for the particular degree examination.
- m. A student who has passed a part of any degree or post graduate examination from another University will be eligible to be admitted to a subsequent higher class for such examination, in the same area of study, with the approval of the Vice-Chancellor in consultation with the Dean of the Faculty in case of degree examination and the Chairman of the concerned Board of studies in case of post-graduate examination.
- n. Admission of students to all Schools/Faculties in each academic year shall be completed by the 15th July of the academic session concerned, for existing students of the University.

Provided that, the Head of a School/Faculty may, in his/her discretion, admit a student to the School/Faculty till 31st August, and for special reasons with the approval of the Vice-Chancellor, by the 15th September of that year in case of first year students only.

Provided where, 31st August or 15th September is a holiday, the next working day will be the last date in each case.

Provided that, student who is eligible for second or supplementary examination of the University shall be permitted to take provisional admission to the next higher class within the date prescribed. If he/she fails to clear the supplementary or pass the second examination the provisional admission in the higher class shall stand as cancelled.

- o. The admission procedure as prescribed if any, by INC, NCTE, AICTE, BCI, ICAR, COI, Paramedical council, PCI, Government of MP, and other Regulatory State & Central bodies, etc. for professional and technical courses will be followed.

4. THE ADMISSION COMMITTEE

a. Central Admission Committee (CAC)

CAC will comprise of following members:

- i. Chairman of the CAC will be the Registrar
- ii. Deans/Principals or all constituent Schools will be members of CAC
- iii. Deputy Registrar Academic/ Examination will be Member Secretary as nominated by Registrar

Powers and Duties

- i. CAC will prepare the admission regulation of the University and will forward it to the academic council for recommendation and finally the recommended draft will be forwarded to the Governing Body for approval.
- ii. The detailed guidelines will be provided and to be followed for the admission as per admission regulation.

b. Local Admission Committee (LAC)

LAC will comprise of the following members:

- i. Chairman of the LAC will be the Head of the School/Institute/ Department of the concerned course
- ii. PG coordinator of the course
- iii. Member secretary will be nominated by Dean of faculty and Vice Chancellor

Powers and Duties

- i. To follow the guidelines as per admission regulation.
- ii. To prepare and declare admission list together with waiting list for display as per admission regulation.
- iii. LAC will be primarily and finally responsible for verification of documents and all prerequisite as per admission regulation.
- iv. Any candidate admitted provisionally can be converted to regular admitted status after fulfilling admission requirement.
- v. After finalization of regular admitted candidate, list will be submitted to the Head of School / Institute / Department of concern course.
- vi. The case of a candidate seeking admission to a regular course, who has given up his/her studies for one or more academic years after passing an eligibility for Degree/ Diploma examinations may be considered for admission in the desired Program, and the decision of the Admission Review Committee shall be final and binding.

5. NUMBER OF SEATS

The maximum number of seats in each course shall be determined by the Academic Council from time to time in accordance with provision of statutory body.

6. RESTRICTIONS FOR ADMISSION ON CERTAIN GROUNDS

- a. No student shall be admitted in two regular Degree Programs concurrently within and outside the University except that a student pursuing a degree program in the University, may be permitted to take admission in a certificate/ diploma course run within the University.
- b. A student who has completed a Postgraduate/ Undergraduate /Certificate program/Course shall not be allowed to be admitted again in the same program/course in the same discipline.
- c. Anyone who has been suspended, rusticated, debarred, expelled etc. by a competent authority of the University shall be prohibited from claiming admission in any course whatsoever. Similarly, no person, who is under sentence or expulsion or rustication from another School/Faculty/University, shall be admitted to any course of study during the period for which the sentence is in operation.
- d. Admission to any course of the University can be cancelled, at any time, if any material information furnished by the student is found to be false /incorrect or on the basis of, the University property or reputation is damaged by his/her misconduct or misbehavior or any such action.

7. REVIEW OF ADMISSION

A student who has taken admission to any course as a full-time regular student will forfeit his/her right if he/she becomes an ex-student of the University to appear in regular examination of the University as a regular student, till he /she obtains the status of regular students. Failing to do so in maximum prescribed time will lead to review of admission.

8. RE-ADMISSION

- a. A student of the 1st Year/1st Term of any course who is detained due to not meeting the academic requirements, may be allowed to continue with the course of studies as a fresh student as per rules for such programs.
- b. A student of other than 1st Year/1st Semester, who has not taken the examination due to shortage of attendance, may be given re-admission in the said class of that course in the next consecutive year/semester.

9. ENROLLMENT/REGISTRATION OF STUDENTS

- a. A person who has been admitted to a School/Faculty as per the prescribed eligibility of a particular course, shall be enrolled as a student of University by the Registrar.
- b. Application for enrolment as a student of the University shall be made to the Registrar in the prescribed form. Head of Institute will ensure that all the documents are enclosed along with enrollment form and it shall be accompanied by the prescribed enrolment fee. Such an application shall

be submitted through the Head of School/Faculty to which the student has been admitted.

c. The procedure for submission of application for Enrolment of students by Schools shall be as follows:

- i. Application on the prescribed form from students, together with the necessary fees, migration certificate, transfer/leaving certificate, eligibility certificate, if necessary, shall reach the University Registrar within 1 month from the last date of admission of the academic year in which the student is admitted.
- ii. On the payment of late fee as prescribed, the Vice Chancellor may permit the enrolment of a student whose application, enrolment fee or the migration certificate have been submitted after the due date if the Vice Chancellor is satisfied that the delay in submission is not due to any lack of diligence on the part of the student.
- iii. If a student takes a Migration Certificate to join another University, his/her enrolment to the University shall lapse until such time as he/she may subsequently return with a Migration Certificate from that University, to take admission in another program of this University. Fresh enrolment in such cases shall be necessary.
- iv. No person shall be admitted to any examination of the University, unless he/she has been duly enrolled/ registered as a student of the University.
- v. The enrolment fee paid by a student shall not be refunded under any circumstance.
- vi. The Registrar and/or Controller of Examination shall maintain a record of all enrolled students studying in the various Schools / Departments of the University or carrying on research work in the University.
- vii. The student shall be given unique and permanent enrolment number and issued with an identity card bearing enrolment number, and same must be quoted by the student in all communications with the University and in subsequent applications for admission to an examination of the University.

d. A student applying for change of his/her name in the record of students, shall submit his/her application to the Registrar accompanied by (a) The prescribed fee; (b) An Affidavit relating to his/her present and proposed name, duly sworn in the presence of a Magistrate by himself/herself; (c) A publication from a newspaper in which the proposed change of name has been advertised. However, the provision relating to publication shall not be applicable in case where a lady student wants to change in her name following her marriage in which case, the marriage certificate indicating the new name shall be valid.

- e. In case of a clerical error on the basis of name or other information being provided by the students, a stipulated fee shall be charged, but in case of a clerical error on the part of the University, no fee will be charged.
- f. Any change, addition or modification, shall be recorded in the University Register in red ink under the attestation of the Registrar and a certificate to that effect shall be issued to the applicant.
- g. Under no circumstances shall any alteration be made in the University certificate, diploma degree, and other document issued in favor of the applicant prior to the order for a change/correction in the name.
- h. In all subsequent documents, certificates, diplomas and degrees of the University, the former as well as the new name shall be entered, and all correspondence shall be carried on in like manner.
- i. Name of the student will only be changed provided procedure as per law and prevailing rules / regulations has been followed.

10. LATE ADMISSION

- a. Late Admission may be accepted purely at the discretion of the Vice-Chancellor in accordance with instructions/guidelines on the subject.
- b. A student admitted to a School/Faculty after the commencement of the session shall be required to pay tuition fees from July of the year unless he/she migrates from another constituent School/Faculty of the University and has paid his/her fees in the former School/Faculty up to the preceding month.
- c. The Head of the School/Faculty may permit a student to change his optional Subjects for a course with the approval of the Vice-Chancellor, within two weeks of last date of admission as prescribed by a Competent Authority. No change thereafter shall be permitted.

11. TRANSFER OF STUDENTS

- a. Students shall be allowed to migrate from one School/Faculty to another under the jurisdiction of this University, provided he/she meets the admission criteria of the concerned School/Faculty.

12. PROCEDURE OF WITHDRAWAL

Students may withdraw their admission up till the date of registrations as specified by the University or before the same. In compliance with instructions of MHRD/AICTE/UGC, concerned Regulatory Body, or any other competent authority, the University may refund his/her deposited amount after deducting processing and admission fee, as prescribed from time to time, and which will be nonrefundable. In case the student registers for the program on the specified dates or later and then withdraws, the refund shall be made after deducting pro-rata monthly charges, provided the seat is filled up, otherwise, the student shall forfeit the entire amount. Further, in case a

candidate withdraws after the date of closure of the admission process as specified in the prospectus /admission offer letter, the entire amount deposited by the candidate, except the caution money/security deposit shall be forfeited, in compliance to MHRD/AICTE/UGC guidelines, concerned Regulatory Body, or any other competent authority.

13. **DISCIPLINE**

- a. Every student in the University shall all time exhibit good behavior, show diligence in studies, maintain decorum and dignity, take active interest in co-curricular activities and observe all rules of discipline of the School/Faculty of which he is a student, and of the University.
- b. When a student has been guilty of breach of discipline within or outside the premises of the University or an School/Faculty, or persistent absenteeism, the Head of the School/Faculty with the approval of Vice Chancellor may, according to the nature and gravity of the offence:
 - i. Suspend such a student from attending classes for no more than a week at a time; or
 - ii. Expel such a student from the School/Faculty; or
 - iii. Disqualify such a student from appearing at the next ensuing examination, or
 - iv. Rusticate such a student
- c. Before inflicting any punishment as aforesaid, the Head of the School/Faculty shall give the student concerned an opportunity for a personal hearing and record the reasons of inflicting the punishment in writing.
- d. The Head of the School/Faculty concerned shall have the power to suspend, for such time as may necessary, a student temporarily from the School/Faculty pending inquiry into his/her conduct in connection with an alleged offence.
- e. The period, during which a student remains suspended for completion of an enquiry shall be reckoned in the calculation of his attendance for appearing at an examination, provided he is found innocent.
- f. A student who has been rusticated shall not be admitted to another School/Faculty within the jurisdiction of this University. Ordinarily, the period of rustication shall not exceed two years. Other Universities shall be informed of the fact of the rustication.
- g. The rustication of a student from a School/Faculty shall entail the removal of his name from the Register of Enrolled Students

14. **MIGRATION**

- a. Migration of students from the University to another may be granted only on the basis of genuine grounds such as completion of studies, death of

parents / close relatives or on medical grounds and on payment of full fee of the program.

- b. However, the migration in professional Schools will be governed by Rules/Regulation of Statutory Bodies, such as AICTE, INC, ICAR, NCTE, BCI,PCI, COA, UGC, Paramedical Council of India, other state and central Regulatory bodies, etc.

15. **Procedure of Withdrawal**

Students may withdraw their admission by the date of registrations as specified by the University or before the same. In compliance with instructions of MHRD/AICTE/UGC, the University will refund his/her deposited amount after deducting processing fee, as prescribed from time to time, and which at time of promulgation of the Ordinances is Rs. 1000/- (One thousand only). In case the student registers for the program on the specified dates or later and then withdraws, the refund shall be made after deducting pro-rata monthly charges, provided the seat is filled up, otherwise, the student shall forfeit the entire amount. Further, in case a candidate withdraws after the date of closure of the admission process as specified in the prospectus /admission offer letter, the entire amount deposited by the candidate, except the caution money/security deposit shall be forfeited, in compliance to MHRD/AICTE/UGC guidelines.

16. **Consideration for Special Categories**

- a. Seats for admission and fees in any course of study for the persons belonging to special categories shall be regulated in accordance with the norms/guidelines prescribed by the UGC & other concerned Statutory Bodies, policy of State Govt. applicable from time to time.

17. Provisional admission in any course/year/semester will be purely on the discretion of Vice Chancellor's recommendation.

EKALAVYA UNIVERSITY, DAMOH**ORDINANCE NO. 02****ORDINANCE PERTAINING TO ELIGIBILITY OF CANDIDATES FOR
EXAMINATION****1. DEFINITIONS**

In this Ordinance and in all Ordinances and Regulations laying down conditions for appearing at an examination of the University for a Degree or a Diploma, either generally or for particular examination, unless there is anything repugnant in the subject or context -

- a. **"Regular candidate"** means a person, who has attended a regular course of study in a University Teaching Department, School of Studies or Constituent Unit and seeks admission to an examination of the University as such.
- b. **"Ex-student/Repeater candidate"** means a person, who was admitted to an examination as a regular candidate and was not declared successful there at or was not able to appear in the examination though the admission card was correctly issued to him/her by the University and seeks admission again for the said examination.
- c. A **"Regular Course of Study"** means -
 - i. In case of Faculties other than the Faculties of Engineering, Nursing, Agriculture and Paramedical, students are required to attend atleast seventy five percent of lectures and practical's, each.
 - ii. In case of the Faculties of Engineering, Nursing, Agriculture and Paramedical attendance of at least 75 percent of lectures and 75 percent of practical's and clinical separately.

2. EXAMINATION OF REGULAR CANDIDATES

- a. No candidate shall be permitted to appear in the University examination unless he/she -
 - i. Is duly registered/ enrolled with the University
 - ii. Has paid all dues
 - iii. Possesses the minimum academic qualification for admission to the examination to which he/she seeks admission and has pursued regular course of study for that examination.

- b. The Registrar of the University on the recommendation of the Head of the School/Department, and in consultation with the VC, can detain a student from appearing in an examination if he/she has not paid full dues of the University or has not returned the School/Department's property and all the articles or if the conduct of the students has been dissatisfactory.
- c. **Computation of Attendance** – In computing the attendance for fulfillment of the condition regarding attendance of regular course of study;
- i. Attendance at lectures delivered and practical/clinical/ sessional, if any held during the academic session shall be counted.
 - ii. Attendance shall be calculated from the date of commencement of course.
 - iii. Attendance maintained by a regular candidate in a higher class shall be counted towards percentage of attendance for the examination of the lower class to which he may revert as a result of his failure to pass in the second/supplementary examination.
 - iv. Attendance at N.C.C./N.S.S Camp during the session shall be taken as full attendance at Lectures/Practical on each day of camp and the days of journey to such camp.
 - v. Participation as a member of a University/School team in any Inter-University or Inter-Collegiate competition shall be taken as full attendance on the days of such competition and the days of journey for participation therein.
 - vi. Participation in any event which has been approved by the Governing Body shall be taken as full attendance on the days under consideration.
 - vii. Where a candidate offers an additional/optional subject for an examination in accordance with the provisions of the Ordinance relating to the examination, the minimum attendance requirement shall apply equally in case of such additional subject.
 - viii. The aggregate number of lectures delivered (in classroom, virtual, online) and practical/ clinical/ sessional held in an academic session (in labs, industry /hospital, virtually, online) in all the University Teaching Departments, School of Studies for any degree examination shall not be less than 180/90.
- d. **Examination Form & Fee**
- i. A regular candidate will submit his/her application form (after depositing prescribed examination fee) to the Head of the University

Teaching Department of the School of Studies, who will forward the forms to the designated center after verification, so as to reach the Registrar on or before the last date as declared by the University authorities.

- ii. For each application, the Head of the University Teaching Department of the School of Studies shall certify that the candidate possesses the minimum qualification as prescribed by the Regulatory Authority for appearing at the examination to which he seeks admission.
- iii. Candidate has a good conduct.

e. Examination Eligibility

No candidates shall be allowed to appear in the annual/term-end/semester examination unless he/she has:

- i. Attended at least 75% of lectures/ practicals delivered. However, the Head of School/Department may condone 5% of attendance on application of students with reasonable reasons and the Chancellor and Vice Chancellor on recommendation of the concerned head of School may condone further 10-15% of attendance on reasonable grounds.
- ii. For Professional Courses, minimum attendance required in theory and practicals will be applicable as per the concerned Regulatory Authority.
- iii. Paid all the due fees and obtained "No Dues Certificates" from the concerned Department/School of Studies.
- iv. Fulfilled academic requirements to appear in the examination.
- v. Received industry/clinical trainings as prescribed by the Dean/Director, if applicable.

3. EXAMINATION OF EX-STUDENT CANDIDATE

- a. No ex-student/repeater candidate shall be admitted to an examination of the University unless he/she submits with his/her examination application, the following:
 - i. An attested statement of marks obtained by him/her at the said examination issued by the University
 - ii. A certificate from the Principal of the College last attended by him showing the year, the roll number and the examination to which he was admitted as a regular candidate.
 - iii. 3 attested passport size photos with name and date.
- b. No person shall be admitted as an ex-student/repeater candidate;
 - i. At any examination in any Faculty/School, if he/she has failed to secure the minimum marks required for passing in the sessional.

- ii. In case of repeated students, the norms of the respective Statutory Bodies will always be followed.
- c. An Ex-student shall submit his/her examination form in prescribed format along with prescribed fee for each paper and an additional Rs.100/- for each mark-sheet, on or before the last date notified by the University to the concerned Head of Department who will forward it to the designated center after verification.
 - i. An Ex-student shall offer the subjects or optional papers which he/she had previously offered as a regular student unless on account of a change in the scheme of examination the subject/paper offered by him/her earlier ceases to be a part of the scheme of the examination or syllabus for the examination and he/she is permitted by the University to select a different subject or paper.
 - ii. An Ex-student will be required to appear in the examination in accordance with the syllabus specifying the scope of studies in different subjects in force in the University.
- d. In the event of change of regulations, scheme and contents in the courses and introductions of revised schemes, the students of old scheme will be permitted to appear in the University Examinations for next two academic years or four University Examinations to complete the respective subjects, failing which the students shall come under the new scheme.

4. ISSUE OF ADMIT CARD

- a. The Controller of Examination shall issue an admission card in favour of a candidate if;
 - i. The application of the candidate is complete in all particulars in accordance with the provisions applicable to him/her and in order and the candidate is eligible for admission to examination.
 - ii. All fees as prescribed have been paid by the candidate.
- b. Where practical examinations are held before the theory examinations, a candidate shall not be treated as admitted to the examination, until he/she is issued an admission card for the theory examinations.
- c. Admit cards of the eligible candidates with the signature of Controller shall be sent to the respective Schools/Departments for distributions not later than 7 days before the commencement of examinations.

5. WITHDRAWAL OF ADMIT CARD

- a. The admission card issued in favour of a candidate and also the permission given to non-collegiate candidate to appear at an examination may be withdrawn if it is found that:
 - i. The admission card was issued, or permission was given inadvertently, and the candidate was not eligible to appear in the examination.
 - ii. Any of the particulars given or documents submitted by the candidate in or with the application for enrollment, admission to a School/Faculty or admission to an examination are false / incorrect / incomplete.
- b. The Registrar may, if he is satisfied that an admission card has been lost or destroyed, on receiving an application giving a satisfactory explanation, may grant a duplicate admission card on payment of a prescribed fee of Rs. 100/- or as decided by a Competent Authority. Such a card shall show the word "Duplicate" at a prominent place.
- c. A candidate shall not be permitted to enter the Examination Hall unless he/she produces the admission card before the Superintendent of the Examination Center or the invigilator on duty.

6. CONDITIONS APPLICABLE TO ALL CANDIDATES

- a. No candidate shall appear in more than one-degree examination or in more than one subject for the Master's Degree (Previous or Final) in one and the same Academic Year, provided he can appear in first year PG Diploma run within the University.
- b. A candidate who has passed the Bachelor's Degree Part I, or Part II Examination or the previous examination for a Master's Degree of another University may, with the permission of the Vice Chancellor be admitted to the next higher examination of the University for the Degree concerned provided the course offered by the candidate at such other University is equivalent to the course of the University for the Corresponding Examination.

EKLAVYA UNIVERSITY, DAMOH
ORDINANCE NO. 03
ORDINANCE PERTAINING TO CONDUCT OF EXAMINATION

This Ordinance describes regulations laying down conditions for appearing in an examination for a course/program of the University.

1. Admission of various categories of students to University examination.

- a. No candidate shall be permitted to appear in the University examination unless he/she is duly registered/ enrolled with the University and has paid all dues.
- b. The Registrar of the University on the recommendation of the Head of the School of Study can detain a student from appearing in an examination if he/she has not paid full dues of the University or does not return the School's property and all the articles or if the conduct of the students has been unsatisfactory.
- c. An Ex-student shall submit his examination form in prescribed format along with prescribed fee on or before the last date notified by the University to the concerned Head of Department who will forward it to the designated center after verification.
 - i. An Ex-student shall offer the subjects or optional papers which he/she had previously offered as a regular student unless on account of a change in the scheme of examination the subject/paper offered by him/her earlier cases to be a part of the scheme of the examination or syllabus for the examination and he/she is permitted by the University to offer a different subject or paper.
 - ii. An Ex-student will be required to appear in the examination in accordance with the syllabus specifying the scope of studies in different subjects in force in the University.
- d. Examination centre will be declared for courses conducted by the University in consultation with Vice Chancellor and all examinees shall appear at the examination centre to write their exams.
 - i. A regular candidate will submit his/her application form after depositing prescribed examination fee in the University to the Head of the School of Study/ Head of the University Teaching Department, who will forward the forms, so as to reach the

Registrar on or before the last date as declared by the University authorities. For each application, the Head of the School of Study / Head of the University Teaching Department shall certify that the candidate possesses the minimum qualification for appearing at the examination to which he seeks admission.

- e. The Head of the University Teaching Department or the School of Studies concerned shall send list of eligible candidates along with examination forms, as per examination schedule declared by the University.
- f. No candidates shall be allowed to take the annual/term-end/semester examination unless he/she has:
 - i. Attended at least 75% of lectures/ Practical delivered. However, the Head of School/Institute/Department may condone 5% of attendance on application of students with reasonable reasons and the Vice Chancellor on recommendation of concern head of school may condone further 10% of attendance on reasonable grounds.
 - ii. Paid all the due fees and Obtained "No Dues" Certificates from the concerned Department/School of Studies.
 - iii. Fulfills academic requirements to appear in the examination applied for.
 - iv. Received technical/ industry training prescribed by the Dean/ Director, if applicable.
- g. A Regular candidate migrating from another University or Board of Secondary Education should submit his/her original migration certificate along with his/her enrolment application form on or before the scheduled date for enrolment along with fees as prescribed by the University from time to time.
 - i. The Controller of Examination on recommendation of the Dean of the School/ Head of teaching department may issue a duplicate admission card to an examinee after payment of fees as prescribed by the University on his application giving satisfactory reasons for Loss of original admit card if he is satisfied with the reasons given by the applicant.
 - ii. Where a candidate offers an additional subject paper for an Examination in accordance with the provisions of the Ordinance relating to the examination, the minimum attendance

requirement shall apply equally in case of such additional subject/paper.

- h. In computing the attendance for fulfillment of the condition regarding Execution of a regular course of study –
- i. Attendance at NCC/NSS Camp & Sports event during the session shall be taken as full attendance at lectures/Practical on the day of such camp and the day of journey to such camp.
 - ii. Participation as a member of a School team in any Inter-University or Inter-Collegiate Competition shall be taken as full attendance from the day of start of journey to the day of return.
 - iii. Participation in the any event which has been approved by Governing Body for the purpose of computing the attendance.

2. Examination Fee

The examination fees for various courses will be decided by the University from time to time. The Board of Management of the University can change any of the fees or conditions for the examination as and when the situation so warrants. The decision of Board of Governance will be final in all regards.

3. Conduction of Examination

- a. All arrangements for the conduct of examination to be held by the University shall be made by the Controller of Examination in accordance with such directions as may be issued by the Board of Management of the University.
- b. The Controller of Examination shall prepare and duly publish a Timetable/ program for the conduct of examination specifying the date of each Examination and the last dates by which applications and fees for the examinations shall be submitted by the intending examinees.
 - i. The Controller of Examination in consultation with Vice Chancellor shall appoint Superintendent and Assistant Superintendents, if any, for the examination center and along with instructions/guidelines for successful conduction of examination as per ordinance.
 - ii. The Superintendent of the Examination shall be personally responsible for the safe custody of question papers and the answer sheets sent to him and shall render to the University office a complete account of used and unused question papers and answer sheets.

- iii. The Superintendent shall supervise the work of invigilator and shall conduct the examination strictly according to the instructions issued to him by the University.
- iv. The Superintendent of the Examination shall, whenever necessary send a confidential report to the Controller of Examination about the conduct of Examination, mentioning therein the performance of the invigilators and the general behavior of the examinees. He shall send a daily report on the number of examinees attending each examination, absentees roll numbers and such other information relating to the examination, being held at the center as may be considered necessary. Along with any other matter which he thinks it to be brought to the notice of the University. He shall also be responsible for maintenance and submission of report to the central record and accounts officer of the University, of the account of advance money received and expenditure incurred in connection with the conduct of the examination.
- v. The Centre Superintendent shall have the power to expel an examinee, from examination on subsequent days, on any of the following grounds:
 - 1. That the examinee created a nuisance or serious disturbance at the Examination Centre.
 - 2. That the examinee shows a seriously aggressive attitude towards an invigilator or a member of the staff entrusted with the examination work.
 - 3. Unless, otherwise directed, only teachers of the various Schools of study, University Teaching Departments shall be appointed as invigilators by the Superintendent. However, with the prior permission of VC research scholars may be assigned invigilation in case of scarcity.
- c. It shall be duty of the invigilator and the Superintendent/ Asst. Superintendent of the examination to ensure by all means that the examinee appeared at the examination is the student allowed by the concerned authority to write examination and not an imposter.
- d. The University may change the examination centre of the examinees irrespective of the School of study to which they belong anytime if it deems proper without assigning any reason thereof.

- e. In case of accidents/physically handicapped/ serious illness which makes an examinee unable to write his/her exams, he may be allowed to take help of an assistant to write answer sheet on his dictation. Such assistant shall be with lower academic qualification of different stream the exam he is about to write. Such examinee shall apply to Controller of Examination along with necessary documents in support of his/her demand and documents relating to assistant proposed. Controller of Examinations (COE) may permit examinee after verification of application and approval of Vice Chancellor.
- f. The University may from time to time appoint Observer or Flying squad to see that the conduct of the examination is strictly according to the rules and procedure laid down. In the event of the supervisor pointing out breach of rules or procedure, the Vice-Chancellor may take appropriate action as may be necessary including postponement cancellation, wholly or in part, of the examination at the Centre, and if any such action is taken, a report of the action taken shall be made to the Board of Management at its next meeting.
- g. The Vice-Chancellor may cancel the examination if he is satisfied that there has been a leakage of question papers or any other irregularity which warrants such a step.
- h. The Vice-Chancellor may issue such GENERAL INSTRUCTIONS for the guidance of the Examinee, Centre Superintendent, Tabulators, Collators, as he considers necessary for the proper discharge of their duties.
- i. Subject to the provision of this Ordinance, the Board of Management may from time to time make, alter, or modify procedures about the conduct of Examination.
- j. The Result Committee for each faculty shall consist of the following members –
 - i. Dean of respective School/faculty
 - ii. Head of Department
 - iii. Chairman of respective Board of Studies
 - iv. Member nominated by Vice Chancellor
 - v. One Faculty of concerned department

Three members shall form a quorum. The term of the Result Committee shall be two academic year. Results of examinations shall be declared after scrutiny of the committee i.e. Result committee after satisfaction that valuation of the answer sheets is done properly, and

results are prepared as per scheme of examination. In case of complaints are received regarding results or committee itself found discrepancies the committee shall scrutinize complaints and suggest remedies. If answer sheets of any one or all candidates are lost in transit or damaged due to some natural calamities average mark will be provided on the basis of their marks in other subjects.

- k. To decide case of mistakes made by the paper-setters, Moderators, Examiners, Invigilators, Superintendents of the Examination Centers, Tabulators, Collators, Co-coordinators and any other person concerned with the examinations whose cases are referred to the Committee.
- l. To exercise such other powers as the Board of Management may delegate to it from time to time.
- m. The Vice-Chancellor shall appoint Tabulators and Collators as necessary and he may issue General Instructions for the guidance of tabulators in preparing the results of the examinations.
- n. If a candidate has any communication to make on the subject of his/her examination paper, it shall be made in writing to the Controller of Examination.
- o. Any attempt made by or on behalf of a candidate to secure preferential treatment in the matter of his/her examination shall be reported to the Controller of Examination who shall place the matter before the Board of Management.
- p. Except as otherwise decided by the Board of Management, the examination answer books shall be destroyed or otherwise disposed of after three months from the date of declaration of the result or declaration of revaluation results whichever is later.
- q. The Registrar will publish the results of the University examinations as passed by the Result Committee and presented through exam controller on the notice board of the office of the University. The results, when published, shall simultaneously be communicated to the Head of school/faculty. If any tabulation error or errors in the process of calculation of computerization is discovered in the results so declared, the Vice-Chancellor shall have the power to rectify the same as soon as possible.
- r. No examinee shall leave the examination hall within half an hour of the start of the examination for any purpose whatever and no late comer will be permitted in the examination hall after half an hour of commencement of examination.

- s. Examinee desirous of leaving the examination hall temporarily shall be permitted to do so for not more than twice for a maximum period of five minutes each.
- t. The superintendent of an examination centre shall take action against an examinee who is found using or attempting to use unfair means in the examination hall or within the premises of the examination centre during the hours of examination, in the following manner -
 - i. The examinee shall be called upon to surrender all the objectionable materials found in his or her possession including the answer book and a memorandum shall be prepared with the date and time.
 - ii. The statement of the examinee and the invigilator shall be recorded.
 - iii. The examinee shall be issued a fresh answer book marked "Duplicate Using Unfair Means" to attempt answer within the remaining time prescribed for the examination.
 - iv. All the materials collected and the entire evidence along with a statement of the examinee and the first answer book duly initialed shall be sent to the examiner by the Registrar/Controller of Examination by name, in a separate confidential sealed registered packet marked "UFM or Unfair Means" along with the observations of the Superintendent.
 - v. The examinee talking during examination or creating disturbance/objectionable acts shall also be treated as a first degree of unfair means.
 - vi. Different level of unfair means will lead to the act of punishment as defined in the regulation of unfair means under the sub clause of degree of unfair and act of punishment.
- u. The material so collected from the examinee together with the first answer books, viz. the answer books, collected while using unfair means afterward, will be sent to examiner by the Registrar/Controller of examinations for assessing the answer book separately and to report if the examinee has actually used unfair means in view of the material collected.
- v. The cases of the use of unfair means at the examination as reported by the Centre Superintendent along with the report of the Examiner shall be examined by a Committee to be appointed by the Vice-Chancellor every year.

- w. Where a candidate applies for revaluation, the answer book in which revaluation is sought will be sent for valuation by Controller of Examinations to Two Examiners (other than the one who initially valued it) the average of the nearest two of the three valuations (one initial and two revaluations) shall be taken as corrected marks. If the average of revaluation marks is more than 10% of total marks result of the students will be so corrected. If the revaluation marks deviate 20% more from the total marks, a fourth examiner shall be appointed by the Vice-Chancellor. In such cases the marks awarded by the fourth examiner shall be final.
- x. The cases of unfair means at the examination as reported by the Centre Superintendent along with the report of the examiner shall be examined by a Committee to be appointed by the Vice-Chancellor every year. The Committee shall consist of:
 - i. Senior professor from faculty nominated by the Vice-Chancellor
 - ii. One Professor from another faculty
 - iii. Assistant Registrar Confidential as member secretary the committee after examining the cases shall recommend the actions to be taken against each case to the Vice-Chancellor for approval., The execution of the recommendations so approved shall be duty of the registrar.
- y. The remuneration of the Examiners, Superintendents, Assistant Superintendents, Invigilators, Tabulators and Collators shall be decided by the Board of Management from time to time and deduction shall be made in remunerations for errors notice & rate of deduction will be decided by Board of Management.
- z. All the records of examinations and results will be maintained by the University for three years from the date of results of the concerned examination.

4. Payments/Remuneration for Examination Work

- a. The rates of remuneration for all purposes for paper-setters/examiners/ staff shall be as per decision of Board of Management of University.
- b. The actual freight/postal/courier/other expenses incurred by the examiner will be paid by the University.
- c. In case of a work for which no remuneration has been prescribed in University Rules, the rate then shall be determined by the Vice-

Chancellor from time to time. Approval for the same should be obtained in next meeting of Board of Management.

- d. Notwithstanding anything stated in this Ordinance, for any unforeseen issues arising, and not covered by this Ordinance, or in the event of differences of interpretation, the Vice-Chancellor may take a decision after obtaining, if necessary, the opinion / advice of a Committee consisting of any or all the Deans of the Schools. The decision of the Vice-Chancellor shall be final.

5. General Conditions

- a. No candidate shall appear in more than one-degree examination in one and the same academic year except for certificate or short-term Diploma courses.
- b. A candidate who has passed a part of the Bachelor's degree examination or a part of a Master's degree examination of another University may, on the recommendation of concerned chairman, Board of Studies and Dean of the Faculty may be admitted with the permission of Vice Chancellor to the next higher examination of the University for the degree provided the course offered by the candidate at such other University is equivalent to the course of the University for the corresponding examination if he/she fulfills all other academic requirements for the course.
- c. No person who has been expelled or rusticated from any College or University or has been debarred in appearing at a University examination, shall not be admitted to any examination during the period for which the sentence is in operation. Candidate may be allowed if he/she fulfills requirements to appear in exam as special case.
- d. Notwithstanding anything contained in the Ordinance relating to admission of candidates to an examination of the University, the Vice Chancellor may, in special cases (such as diligence follows part of the candidate and that it would be a great hardship to the candidate if his application is rejected), allow an application which is otherwise complete in all respects to be entertained with the late fee prescribed by the University even though the same is received after the expiry of the period of seven days mentioned in the forgoing paragraph.
- e. The University shall issue an admission card in favor of a candidate, if -
- i. Where the practical examination is held earlier than the examination in theory paper, a candidate shall not be deemed

- to have been admitted to the Examination until he is issued an admission card for appearing in the theory examination.
- ii. The admission card issued in favor of candidate to appear at an examination may be withdrawn if it is found that -
1. The candidate was not eligible to appear in the examination.
 2. Any of the particulars given or documents submitted by the candidate in or along with the application for enrolment admission to a School of Study or Teaching Department or an examination is to be found false or incorrect.
- iii. In case if the applicant loses or destroys admission card by mistake, the Registrar may on the recommendation of Dean/HOD/Superintendent of Exams, grant permission to issue a Duplicate admission card on payment of fees prescribed by the University. Such card shall show in a prominent place the ward "Duplicate Card",
- f. A candidate shall not be allowed to enter in the examination hall unless he produces the Admission Card before the Superintendent of the Examination Centre or the invigilator and satisfies his/her identity.
- g. In the Examination Hall the candidate shall be under the disciplinary control of the Superintendent of the Centre and shall obey his instructions.
- h. In the event of a candidate disobeying the instructions of the Superintendent or showing indiscipline conduct or insolent behavior towards the Superintendent or any invigilator, the concerned candidate may be excluded from appearing that day examination, and if he/she persists in misbehavior he may be excluded from the rest of the examination by the Superintendent of the Centre.
- i. If a candidate acts in a violent manner or uses force or makes a display of force towards the Superintendent or any invigilator at the centre endangering the personal safety or either of them or acts in a manner prohibiting the authorities in the discharges of their duties, the Superintendent may expel the candidate from the centre and may take police help.
- j. If a candidate, brings any dangerous weapon within the premises of the examination centre he may be expelled from the centre and /or handed over to the police by the superintendent.

- k. If a candidate is found guilty of using or attempting to use or having used unfair means at an examination such as copying from some book or note or from the answer of some other candidate or helping or receiving help from any other candidate or keeping with him in the examination hall any material connected with the examination or failure of an examinee to hand over his answer-book to superintendent /invigilator or taking away his own answer book or walks out of the examination hall, the Board of Management or the committee appointed for the purpose by the Board of Management may cancel the examination of the candidate.
- l. The Board of Management may cancel the examination of a candidate and /or Debar him from appearing in an examination of the University for one or more years, if it is discovered afterwards that the candidate was in any manner guilty of misconduct in connection with his examination and/or was instrumental in or has abetted the tampering with the University records including the answer books, marks-sheet, result charts, degree, diplomas etc.
- m. The Board of Management may cancel the examination of a candidate and/or debar him from appearing at an examination of the University for one or more years, if it is discovered afterwards that the candidate has obtained admission to the examination by misrepresenting facts or by submitting false or forged certificate/documents.
- n. The entire fees paid by a candidate whose application for appearing at an examination is cancelled on account of producing fraudulent documents or giving false particulars shall stand forfeited.
- o. A candidate whose result has been declared may apply to the Registrar for re-totalling and rechecking of any of his/her answer books in the prescribed for within 30 days of declaration of his result. Provided that no candidate shall be allowed to have the answer books of more than two papers revalued and two papers re-totalling. Provided also that, no revaluation shall be allowed in case of scripts of practical, field work, sessional work, tests and thesis submitted in lieu of paper at the examination.
- p. Such application must be accompanied by fees as prescribed by the University.
- q. The result of the retotalling / revaluation shall be communicated to the candidate.

- r. A candidate who has passed any final degree examination may, after the declaration of his result and before the date of the next convocation apply to the Registrar for a Provisional Certificate of passing the examination of the University. Such application shall be accompanied by a fee as prescribed by the University.
- s. A person who is under sentence of expulsion or rustication from a University Teaching Department/ School of Studies or from the University or is debarred from appearing at examination of the University for any period of time shall not be granted a Migration Certificate during the period for which the sentence is in operation.
- t. Duplicate copies of the following certificates shall be granted on payment of the fee prescribed by the University - Marks list, Migration Certificate, Degree Certificate.
- u. Provided further that duplicate copy of Migration Certificate shall not be granted except in cases in which the Registrar is satisfied by the production of an affidavit on a stamped paper of proper value required by Law for the time-being in force along with copy of FIR with police for loss of certificate that the applicant will not utilize the Original Migration Certificate for appearing at an examination and has lost the same or that the same has been destroyed and that the applicant has real need for a duplicate.
- v. names of first ten successful candidates in each final examination leading to degree who obtain first division shall be declared in order of merit, as per provisions of concerned ordinance subjected to passing all examinations in single attempt.
- w. The Vice Chancellor may award one grace mark in case the candidate is failing by one mark or missing a division by one mark where the deficiency is so condoned, one mark shall nowhere be added in grand total & such candidate shall not be included in the merit list as per point (v).

6. Dissertation Submission

Wherever in the course of the study dissertation is to be submitted for part fulfillment of the degree student shall submit dissertation in 4 Copies in bound form duly forwarded by Supervisor and Head of the concerned department in the language and format prescribed by the University for the Course.

- a. A panel of examiner shall be submitted separately for each subject by concern dean of Faculty consisting of 6 examiners from outside the University of Minimum Associate professor Rank or equivalent.

- b. The candidate shall present his/her dissertation work in the form of open presentation followed by viva voice in presence of internal examiner appointed by head of the school and external examiner appointed by Vice-Chancellor. Performance in open presentation and viva voice along with copy of dissertation will be the parameter of marking. Internal and external examiner together will award final marks.

7. Qualifications of Examiner apart from Internal Examiner

- a. A person of good repute working in other academic institutions / industry / research in related field can be proposed.
- b. Head of the school will propose a panel of minimum three such persons as described in point (a) to the Vice-Chancellor.
- c. The Vice-Chancellor will appoint external examiner out of the panel propose or by virtue of his wisdom.

8. Revaluation Process

Revaluation Process and related documents like revaluation form, revaluation fee, appointment of re-valuer, remuneration of re-valuer, format for compilation and moderation of marks, Coding and decoding of answer sheets and other important processes and procedures will be followed as laid down in the revaluation regulation.

9. Coding and Decoding

All the invigilators will initiate the coding process by three folding of first page wearing students name and roll number to ensure hiding of the identity after the completion of examination hours. Answer sheets from examination center will be submitted to controller of exam by center superintendent on same day. Confidential section will mark all the answer sheets in the series of numbers and subsequently forwarding for central valuation.

After valuation result committee will screen the quality of valuation and after satisfying with the quality of valuation shall recommend for further process. Deputy/Assistant Registrar confidential will initiate the decoding process under the direction of COE and in the prescribed format of foil/counter foil submitted by valuer roll number of the student will be marked in front of coding.

10. Scheme of Valuation

Normally the university will observe central valuation process however the verdict of Governing Body will be followed as and when issue. In the central valuation process the Vice-Chancellor normally will nominate chairman board

of studies as head valuer for supervising valuation for particular subject. COE will invite valuers from the panel of examiners approved by the Vice-Chancellor.

Deputy/Assistant Registrar will distribute the coded answer sheets not more than 50 per day per valuer. Each Valuer will submit marks in duplicate in prescribed format of foil and counter foil entering the values in words and figures.

In case of Governing Body directives of other valuation method, controller of exam will prepare the entire process to be approved by governing Body and the same will be followed.

11. Preparation of Result and Mark-sheet

Foil and counter foil duly filled with student roll number will be processed by examination section for preparation of result. Prepared result will be validated by result committee before declaration of result and printing of mark-sheet. The entire process of valuation, mark-sheet preparation and result declaration should be completed within 30 days from the completion of examination. The result will be declared as per mode of declaration approved/suggested by Governing Body/ Board of management.

12. Roll List and Issue of Examination Form

Examination section will insure the preparation of roll list and processing of examination form to be executed as per the process defined in regulation of exam.

13. Admit Card

Admit card to appear in the examination will be issued to the student enlisted in the final roll list (after exam form forwarding) by the examination section with the signature of Controller of Examinations. Admit cards will be handed over to respective head of schools for distribution to concerned students.

14. Answer Sheet

Controller of Exam will raise the requisition of main and supplementary answer sheets to the central store for printing as approved by Board of Management. Main and supplementary answer sheets will be provided by central store on requisition put up by Center Superintendent based on the required numbers informed by Head of Schools. Used unused and cancelled record of main and supplementary answer sheet will be maintained by Center Superintendent.

15. Migration

Any student willing to receive migration certificate from the university at any point of time through application in prescribed format as approved by university authority along with no dues certificate of all concern sections his/her enrollment from the university will stand canceled. In such case migration certificate in the format as approved by Governing Body will be issued by examination section.

16. Record keeping and Storage of Exam Material

For record keeping and storage of exam related material guidelines issued by university grant commission shall be followed.

17. Promotion to Higher Semester

Students appearing in respective examinations will be promoted to higher semester purely on the criteria as defined in the Scheme of Examination – Ordinance 4, and as per the promotional criteria as mentioned in the ordinance of each Program.

18. All discrepancies related to examinations process, student examination eligibility, student appearance in the examination, typographical mistake in exam documents and result documents, or any other matter pertaining to this ordinance and not covered in this section will be handled by Controller of Examination (CoE) through the examination section.

EKLAVYA UNIVERSITY, DAMOH
ORDINANCE NO. 04
ORDINANCE PERTAINING TO SYSTEM OF EXAMINATION
GENERAL COURSE SCHEME AND GENERAL CREDIT SCHEME

1. Definitions

- a. **"Academic Year"**: It is a period of nearly 12 months devoted to completion of requirements specified in the Scheme of Teaching and the related examinations. It may be semester-wise or annual with the approval of university academic council as per the norms of concerned regulatory authority.
- b. **"Annual Grade Point Average" (AGPA)**: It means the Annual Grade Point Average under Annual Examination system.
- c. **"Choice Based Credit System (CBCS)"**: The CBCS provides choice for students to select from the prescribed courses (core, electives or minor or soft skill courses).
- d. **"Course"**: A basic unit of education and/or training. A course or collection of courses forms a program of study.
- e. **"External Examiner"** Examiner not in the employment of the University.
- f. **"Credit Based Semester System (CBSS)"**: Under the CBSS, the requirement for awarding a degree or diploma or certificate is prescribed in terms of number of credits to be completed by the students.
- g. **"Credit Point"**: It is the product of grade point and number of credits for a course.
- h. **"Credit"**: Unit of measure of course work. Each course may be allotted credits in proportion to the time expected to be devoted by the student for that course.
- i. **"Cumulative Grade Point Average (CGPA)"**: Weighted average of the grade points obtained in all courses registered by the student across semesters.
- j. **"Grade Point"**: Numeric weightage attached to each letter grade.
- k. **"Evaluation"**: The process of making judgments based on evidences and interpretations gathered through examination and assessment and on the basis of agreed upon criteria.
- l. **"Letter Grade"**: Index of performance resulting from the transformation of actual marks obtained by a student in a course.
- m. **"Program"**: A collection of courses in which a student enrolls and which contributes to meeting the requirements for the awarding of one or more Certificates/ Diplomas/ Degrees.
- n. **"Assessment"** : The process of collecting, recording, scoring, describing and interpreting information about learning
- o. **"Examination"**: it is a quantitative measure of learners "performance and is usually held at the end of the academic session or semester.

- p. **"Result"**: Outcome of an assessment/ evaluation which may be expressed in different forms such as marks, letter grade, GPA, etc.
 - q. **"Reliable Assessment"**: Ensures consistency in the assessment made by the same and/or other assessors with respect to the same learning outcome for a course or a program.
 - r. **"Rubric (Assessment Rubric)"**: A rubric for assessment, also called a scoring guide, is a tool used to interpret and grade students' on any kind of work against criteria and standards.
 - s. **"Semester Grade Point Average (SGPA)"**: Performance of a student in a given semester. It is a measure of performance of work done in a semester.
 - t. **"Semester"**: Each semester will consist of 15-18 weeks of academic work equivalent to 90 actual teaching days. The odd semester may be scheduled from July to December and even semester from January to June.
 - u. **"Transcript or Grade Card or Certificate"**: Based on the grades earned, a grade certificate shall be issued to all the registered students after every semester. The grade certificate will display the course details (code, title, number of credits, grade secured) along with SGPA of that semester and CGPA earned till that semester.
 - v. **"Allowed to keep term (ATKT)"** A system of promotion wherein students who are yet to pass one or more of the previous semesters are permitted for the next semester based on the prescribed Promotion Criteria.
2. **Semester System and Choice Based Credit System**: The credit-based semester system provides flexibility in designing curriculum and assigning credits based on the course content and hours of teaching. The choice-based credit system provides a 'cafeteria' type approach in which the students can take courses of their choice, learn at their own pace, undergo additional courses and acquire more than the required credits, and adopt an interdisciplinary approach to learning.
 3. The University will implement the Choice Based Credit System (CBCS) in teaching and the conduction of examinations. For undergraduate classes, the teaching scheme will consist of courses to be taught keeping in mind, fundamentals, core and electives to be chosen by the students, with an emphasis on employment. In the grading system, the one credit shall be equivalent to that of one hour of the conduct of a Lecture (L), Tutorial (T) and two (2) hours of Practical (P) per week in the respective schemes. Subject to the approval from university academic council as per the norms of regulatory authority or council.
 4. **Assessment Rubric**: An assessment rubric provides the means to increase objectivity in assessment and reduce subjectivity; presents a clear expectation on the assessments, and relates it to learning outcomes; ensures consistency, transparency and fairness in the marking process across course instructors for the same assessment type; efficiently grades or marks many assessments for a large group of students; defines clear guidelines for moderation; and provides more objective data for analytics.
Usually in the form of a grid, a grading/ marking/ scoring rubric combines the elements of performance, criteria and descriptors to create an assessment tool for the course instructor. The assessment criteria define the characteristics or traits to

- be judged which should be derived from the course learning outcomes and indicate what is expected to be demonstrated.
5. The Ordinance will be applicable to all Diploma, Bachelor, Postgraduate Diploma and Master degree programs conducted in Eklavya University.
 6. Examination pattern of the courses in the University whether semester wise or annual will be as per the Choice Based Credit System (CBCS). Courses which require marking/percentage/grading system shall be followed as per the approval of University Academic Council on the basis of the norms of concerned regulatory authority/council, as decided from time to time.
 7. The Academic Council of the University will be responsible for instituting, planning, monitoring, and assessing their educational programs. The concerned Board of Studies will take all such decisions.
 8. New academic programs, in Eklavya University, will be introduced and governed by the regulations duly approved by the Academic Council of the University.
 9. The existing academic programs are subjected to modifications by the Academic Council /or concerned Board of Studies of the University, from time to time.
 10. Each course, along with its weightage in terms of units and equivalent credits, shall be recommended by the Boards of Studies concerned and shall be approved by Academic Council. Only approved courses can be offered during any semester.
 11. The required minimum number of credits and the distribution of credits among theory, practical, field work, project work, etc. will be decided in each semester recommended by the concerned Board of Studies and approved by the Academic Council of the University.
 12. The examination and evaluation should test the learning outcome, knowledge gained, attitude developed and skills mastered through it.
 13. Moderation: Moderation of assessment is an organized procedure which ensures use of valid assessment material and consistent application of criteria, to provide fair academic judgment and reliable outcome in the form of marks or grades. It assures appropriate designing and implementation of assessment activities along with generation of valid and reliable results.
 14. **Types of Courses:** Courses in all Programs may be of three kinds: Core, Electives-Discipline Centric and Generic categories, and Ability Enhancement and Skill development, as notified by the concerned Board of Studies.
 - a. **Core Courses:** There may be a Core Course in every semester. This is the course which is to be compulsorily studied by a student as a core requirement to complete the requirement of a Program in a said discipline of study.
 - b. **Elective Courses:** Elective course is a course which can be chosen from a pool of papers. It may be:
 - i. Supportive to the discipline of study
 - ii. Providing an expanded scope
 - iii. Enabling an exposure to some other discipline/domain
 - iv. Nurturing student's proficiency/skill.
 - v. An elective may be "Generic Elective" focusing on those courses which add generic proficiency to the students. An elective may be "Discipline

centric" or may be chosen from an unrelated discipline. It may be called an "Open Elective."

- c. **Ability Enhancement Courses:** The Ability Enhancement Courses may be of two kinds: Compulsory and Elective. "Compulsory" courses are the courses based upon the content that leads to Knowledge enhancement. They are mandatory for all disciplines. "Elective" courses are value-based and are aimed at man-making education.

15. Duration of Program

- d. The minimum duration of a program shall be as per guidelines of the UGC and other regulatory bodies like-AICTE, INC, ICAR, NCTE, BCI, PCI, COA, AICP, UGC, Higher Education, State and Central Regulatory Bodies, etc.
- e. The maximum duration of a program shall be twice the minimum duration of the program or as directed by the concerned Regulatory authority.

16. **Eligibility:** A student will be eligible for award of a degree when he/she earns minimum required number of valid credits specified for the program within the maximum duration of the program.

17. Examination

1. **Internal Assessment:** Shall be based on class work/assignments/attendance in case of both Theory and Practical subjects.
2. **Mid Sem or half yearly Examination:** Two mid semester examinations shall be conducted in each Semester and marks of the best of two will be considered for the final result of that semester or half yearly exam in case of Yearly exam would be conducted.
3. **End Semester/Annual Examination:** In normal course University Examinations of odd semester shall be held normally in November - December and in that of even semester in May-June, each year and Annual examination shall held usually in the month May/June. Barring exceptional circumstances.
4. **Supplementary or Makeup Examinations**
 - a. **Supplementary Examination:** Students failing in subject(s) in any semester/year may reappear for the same in the subsequent semester/yearly examination(s).
 - b. **Makeup Examination:** The Makeup shall be available to students who may have missed taking the end semester/annual examination in one or more subjects in a semester for valid reasons and also for those who earned F grade in 2 or more subject papers in a semester, on paying the prescribed fee as applicable. The makeup examination shall be held as per dates notified in the Academic Calendar. Usually it will take place 1 month after result declaration or as recommended by the Controller of Examination. The standard of conducting this examination shall be the same as that of the normal end semester examinations.
 - c. **Improvement of CGPA applicable only to those programs in which minimum required CGPA is 5.**
 - i. The facility for improvement in the grades will be available only to those students who have CGPA less than 5.0 and more than 4.0, in spite of passing in all subjects.

- ii. Students desirous of improving CGPA may appear in University examination, in maximum 4 theory/practical papers in the ensuing exam (theory and practical of a subject shall be treated as separate subject), subject to provision of maximum duration of program completion.
- iii. Additional fee will be paid by the student for undertaking each subject/paper for grade improvement (i.e. fees structure for Supplementary/ATKT examination will be applicable).
- iv. Best of the marks/grade points from the original & improvement examination shall be considered for calculation of CGPA.
- v. Students having undertaken improvement of grade option will not be eligible for the award of any medal/merit position.

d. Evaluation Scheme

- i. Each course, along with its weightage in terms of units and equivalent credits, shall be as per the scheme of the course.
- ii. A student shall be continuously evaluated for his / her academic performance in a subject through tutorial work, practical, assignment, mid-semester test, field work, seminars, quizzes, end-semester examinations and regularity.

e. Weightage of Marks*: Examination shall consist of following Theory and Practical examinations. The distribution of weightage /marks for each component shall be as per the scheme of the course given under:

Theory Examination

Attendance, Class work, assignments	10%
Mid-semester examination	30%
University examination.	60%
	100%

Practical Examination

Lab work & Attendance	20%
Mid-semester examination	20%
University examination	60%
	100%

* Subjected to change as per the recommendations of the University Academic Council.

- i. Practical training and project work shall be treated as practical subjects.
- ii. Each student, registered for a course, shall be awarded grade by the concerned faculty / faculties for the specific subject/paper. The grades awarded to a student shall depend upon his continuous evaluation through performance in various examinations, assignments, quizzes, laboratory work, class work, mid semester test and regularity.

iii. Details of subjects, credits and course curricula shall be decided separately by the concerned Board of Studies as per the recommendation of Academic Council.

f. **Revaluation / Re-totaling:** A student is allowed to apply for revaluation after paying the prescribed Revaluation/Re-totaling fee per subject within 8 days after the declaration of the results, revaluation in maximum 2 subject paper and re-totaling in all subjects. The candidates may also challenge the revaluation results by again paying the prescribed Challenge fee as decided by the University Governing Body.

18. **GRADING SYSTEM:** Aggregate marks in each subject shall be converted to corresponding Grade and equivalent Grade Point (GP) as per the table below:

Grade Description	% of Marks Range	Equivalent Grade Point	Description of Performance
O	$90 \leq m \leq 100$	10	Outstanding
A+	$80 \leq m \leq 89$	9	Excellent
A	$70 \leq m \leq 79$	8	Very good
B+	$60 \leq m \leq 69$	7	Good
B	$50 \leq m \leq 59$	6	Average
C	$40 \leq m \leq 49$	5	Satisfactory
P	$30 \leq m \leq 39$	4	Pass
F	$m \leq 29$	0	Fail
Ab	-	0	Absent
W	-	0	Withheld due various reasons

19. The Semester Grade Point Average (SGPA) and Cumulative Grade Point Average (CGPA) will be calculated as weighted average of valid and virtual credit points secured by the student, except the credits of additional courses, if any. The SGPA and CGPA shall be rounded off up to 2 decimal places and reported in the grade sheet.

20. SGPA is a measure of performance of the student in a semester. It is ratio of total credit points secured by a student in various courses registered in a semester and the total course credits taken during that semester, i.e.

$$SGPA = \frac{\sum_{i=1}^n c_i p_i}{\sum_{i=1}^n c_i}$$

Where C_i is the number of credits offered in the i^{th} subject of a semester for which SGPA is to be calculated, p_i is the corresponding Grade Point (GP) earned in the i^{th} subject, where $i = 1, 2, \dots, n$ are the number of subjects in that semester.

21. CGPA is a measure of overall cumulative performance of a student over all the semesters completed. The CGPA is the ratio of total credit points secured by a

student in various courses in all the semesters completed and the sum of the total credits of all courses in all the semesters completed, i.e.

$$CGPA = \frac{\sum_{j=1}^m SG_j NC_j}{\sum_{j=1}^m NC_j}$$

Where NC_j is the number of total credits offered in the j^{th} semester, SG_j is the SGPA earned in the j^{th} semester, where $j=1, 2, \dots, m$ are the number of semesters in that course.

22. **PASSING CRITERIA***: Heads of Passing and Passing Criterion shall be as per the table below:

Engineering

S.No.	Heads of Passing	Passing Criterion
1.	Theory Paper including Internal Assessment	Grade D
2.	Practical Paper including Internal Assessment	Grade D
3.	Semester	SGPA ≥ 5.0
4.	Program	CGPA ≥ 5.0

Others

S.No.	Heads of Passing	Passing Criterion
1.	Theory Paper including Internal Assessment	Grade D
2.	Practical Paper including Internal Assessment	Grade D
3.	Semester	SGPA ≥ 4.0
4.	Program	CGPA ≥ 4.0

*The programs whose Passing Criteria does not come under the given criteria as per the above table, will be as per the guidelines issued by the respective regulatory authority or council.

23. **AWARD OF DIVISION***: On completing all requirements for award of the degree, the CGPA will be calculated and this value will be indicated on the degree along with Division. The Final degree should also indicate the Division obtained as per follows:

Division	Criterion
First division with distinction	The candidate has earned minimum number of credits required for the award of the degree in first attempt with CGPA of 7.50 or above
First division	The candidate has earned minimum number of credits required for the award of the degree with CGPA of 6.00 (6.5 in case of Engineering) or above
Second Division	The candidate has earned minimum number of credits required for the award of the degree with CGPA of 5.00 or above but less than 6.00

Pass division	The candidate has earned minimum number of credits required for the award of the degree with CGPA of 4.00 or above but less than 5.00
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*The programs whose division criterion does not come under the given criteria as per this table, shall be as per the guidelines issued by the respective regulatory authority or council

24. PROMOTION CRITERIA

Student passing in each of the previous semester(s) shall be eligible for promotion to next semester. Those not fulfilling this criterion shall be allowed to keep the next term (ATKT), subject to Registration in previous semester examination. However, they must pass all subjects, each of the Semesters, within the stipulated maximum time period allowed for course completion (per the concerned regulatory authority), from the day of commencement of the program, notified by the University. In case of any variation, the criteria for promotion have been mentioned in the ordinance of the respective course. The promotion criterion shall be as per the norms of concerned regulatory authority in case of yearly programs.

25. Repetition of a theory/practical course is allowed only to those candidates who get 'F' or 'Ab' in the course. The student has to pay the prescribed fee as applicable, for repeating the course.
26. On account of valid reasons, a student may withdraw from a semester. In such case the semester will be treated as zero semester.
27. In case of zero semesters, the student will be promoted to the next semester, but he/ she has to clear that semester by appearing in makeup or supplementary or subsequent even semester in which he/she has been promoted. Otherwise the Eklavya University may allow such a student to register in next regular odd semester again by paying the applicable semester fee again.
28. The practicals can be repeated as and when offered.
29. The practicals will be assessed continuously and at the end of each semester evaluation of practical will be done by two examiners. The grades obtained in the practical will be shown separately in the grade-sheet.
30. Dissertation / project report/ internship will be assessed by the internal supervisor; in general, however, the University may get it assessed by an internal supervisor and an external expert.
31. Suggestive formats of the Grade sheet for pre-final and final semesters will be made by the respective Boards of Study, as required, changes can be made by the Academic Council.
32. The conversion of CGPA into percentage will be as follows, to facilitate its application in other academic matters:

$$\text{Equivalent Percentage} = \text{CGPA} \times 10$$
 The percentage will be rounded off up to the second decimal point.
33. The guidelines issued by the respective Regulatory bodies issued from time to time will be adopted for implementation for the purposes of examination and evaluation.
34. In case matters not covered under this Ordinance, the Governing Body of the University reserves the right to frame rules as and when required.
35. All matters covered under this Ordinance, subjected to change on the approval of Governing Body of the University.
36. **Result Declaration:** Declaration of results is a crucial element of the educational system of a Higher education Institute on which rests its credibility and reputation. In order to strengthen the process of result declaration it is important to incorporate the features like timeliness of declaration of result, clarity of interpretation of the Result Card, its comprehensive format, accessibility and verifiability etc. The accessibility and verifiability to be ensured through NAD.
37. In case of any discrepancy or difference in the Examination Scheme of the University and that of the concerned Regulatory Authorities like AICTE, INC, ICAR, NCTE, BCI, PCI, COA, AICP, UGC, Higher Education, State and Central Regulatory Bodies, etc., the scheme as prescribed by the Regulatory Authority will be followed.

EKLAVYA UNIVERSITY, DAMOH**ORDINANCE NO. 05****ORDINANCE PERTAINING TO FEE TO BE CHARGED**

1. The University shall charge fees from the certificate, diploma, undergraduate, postgraduate, post graduate diploma, research and post-doctoral students for different academic Programs.
2. Students admitted to various Programs in the Schools/Departments of Study shall have to pay the Fees, Funds, Registration fee and Caution Money, Hostel Charges etc. as may be approved by the Board of Management on the recommendations of the Finance Committee, with the approval of the Chancellor, constituted as per the Statutes of the University, consistent with the policies laid down in the Act.
3. The fee structure may be modified by the Board of Management from time to time. The University may also award fee waivers to the students and research scholars in accordance with the decision of the Board of Management.
4. Fee revision shall be duly notified. The revised fee shall be applicable to all the students admitted in that Academic year and onwards.
5. The procedure for depositing fees, all fines, entry/deletion of the names from the rolls of the academic Programs of the University in case of defaults, and such other matter, may be implemented by the University.
6. One or more components of the following may be the fees charged by the University, and more components may be added as may be recommended by the Finance Committee and approved by the Board of Management and/or any Competent Authority:
 - a. Registration fees
 - b. Admission fees
 - c. Enrolment fees
 - d. Tuition fees
 - e. Development fees
 - f. Hostel Charges to include Boarding and Lodging fees
 - g. Medical fees
 - h. Sports fees
 - i. Examination fees
 - j. Library fees
 - k. Fees for the Degrees/Diplomas/certificates if awarded and in absentia
 - l. Fees for mark-sheet/grade card, transcripts, and other academic certificates including duplicates, attested copies, duplicate ID cards, etc.
 - m. Training/Placement/ Personality Development Programs / Excursions/ etc.
7. Caution Money/Security deposit: The same is refundable after adjustment of relevant dues, if any, within three years of leaving the University. If no claim for a refund is received within the period, the Caution Money shall be credited into the University Fund. The Vice Chancellor may, for sufficient reasons, investigate and entertain claims for refund of Caution Money after the expiry of this period.
8. If a student, scholar or a fellow fails to deposit his dues by the dates notified, he shall be liable to pay a fine. The student's name may be struck off, after this date, and he may be re-admitted on payment of re-admission fee and no delay fine be charged. The Vice Chancellor may for sufficient reasons, re-admit any student, scholar or fellow whose name has been so struck off the roll-on payment of arrear dues together with fine provided that such readmission is requested before the end of the month in which his name has been struck off. The Vice Chancellor may waive the recovery of delay fines and readmission fees in deserving cases. He may also delegate this authority to the Deans/ Registrar and prescribe such condition as he may consider necessary for the purpose.
9. All fees and deposits are required to be paid by Bank Drafts /online transaction as may be announced. Cash transactions should preferably be avoided, and will be allowed only in certain instances, by the approval of the Registrar.
10. All fee heads and the amount to be charged are subject to change from time to time at the discretion of the Governing Body, in accordance with the MPPURC.

EKLAVYA UNIVERSITY, DAMOH
ORDINANCE NO. 6

**CONDITIONS FOR GRANT OF AWARD OF FELLOWSHIPS, SCHOLARSHIPS,
RESEARCH ASSISTANTSHIPS, STIPENDS, MEDALS AND PRIZES**

1. The policy on the awards of Fellowship/ Scholarship/ Research Assistantship/ Stipend/ Medals/ Prizes shall be made by the Governing Body, on the recommendation of a committee consisting of:
 - a. The Vice Chancellor, as Chairperson
 - b. Chancellor's Nominee
 - c. Two Deans of Faculties (nominated by Chancellor/Vice Chancellor for a period of 1 year by rotation or re-nomination)
 - d. One Chairperson of Board of Studies (nominated by Academic Council for two years by rotation)
 - e. Controller of Examination
 - f. Chief Finance & Accounts Officer
 - g. The Registrar as Member Secretary
2. Subject to the general conditions applicable to all such awards, the value, duration and conditions of the award shall be such as are laid down by the University from time to time. It may be reviewed to include/ introduction new awards /revise rates of fellowship or deletion of existing awards etc.
3. The Fellowship/Assistantship/Scholarships shall be given to the eligible students within the policy framework at the time of admission and continued thereafter as per the defined policy for continuation. If the policy so demands, then every year at an appropriate time, the University shall invite applications from Students/ Scholars through a notice for the awards to be made.
4. The value and duration of Research or other Scholarships instituted by the University shall be laid down by the Board of Management, with the approval of the Chancellor, in consultation with the Academic Council.
5. **The award of fellowships, research assistantship, and other scholarships shall be made subject to the following conditions:**
 - a. Research Fellowship shall be awarded to research fellows engaged in certain research project sanctioned by a funding agency/University, to carry out research work in the University. The Research Assistantship may also be awarded to students enrolled for Ph.D. programs in the respective disciplines in the University.
 - b. The terms and conditions for the award and the duration of a Research Fellowship shall be as per the guidelines of the respective funding agency. In the absence of any guidelines of a funding agency, the University may frame its own guidelines to regulate such fellowships as and when required. Such staff may or may not be registered as a Ph.D. student in the University. However, research staff who is awarded a research fellowship to work in the University has to submit an undertaking that he/she is not registered for Ph.D. degree in any other University.

- c. The maximum duration of which Research Assistantship can be awarded to any Ph.D. student is 5 years or till the end of the Term in which thesis is submitted, whichever is earlier. Continuation of the Assistantship is contingent on satisfactory academic performance and satisfactory performance in the discharge of responsibilities assigned under the scheme.
- d. The fellow/scholar will do whole time research work under an approved guide on a subject approved by the Committee.
- e. The fellow/scholar shall not accept or hold any appointment paid or otherwise or receive any emoluments, salary, stipend, etc. from any other source during the tenure of the award nor shall he/she engage himself in any profession or trade during that period. He/she may however, undertake teaching assignments of not more than 9 hours a week in the Institution/College of the University, where he/she will work without any remuneration.
- f. The fellow/scholar shall not join any other course of study or appear in any examination after commencing work under the fellowship/scholarship program.

Provided that the Vice Chancellor may, on the recommendation of the supervisor, permit the fellow/scholar to join an essential subject/ course or any diploma course and appear in an examination for the same.

- g. Unless permitted by the guide to work for a specified period at some other place, the fellow/scholar shall be required to attend the Institution/College where he/she is to work, on all working days.
- h. If any information submitted by the fellow/scholar in his/her application is found to be incorrect, incomplete or misleading, the award may be terminated by the Board of Management after giving him/her an opportunity of being heard.
- i. If at any time it should appear to the Vice Chancellor that the progress or conduct of the fellow/scholar has not been satisfactory, the fellowship/ scholarship may be suspended or withdrawn.
- j. Leave as defined in the rules for the program shall only be allowed to the scholar in receipt of fellowship. No other leave with fellowship/scholarship shall be admissible.
- k. The fellow/scholar may, in a special case, be allowed leave by the University without fellowship/ scholarship for a period defined in the rules of the program on the recommendation of the supervisor.
- l. The fellow/scholar shall be required to pay the fees prescribed timely (as dictated by the fee and admissions ordinance) by the Institution/College where he works.

6. Teaching Assistantship for Post graduate students.

- a. The teaching Assistantship instituted by the University shall ordinarily be tenable for an academic session i.e. ten months per year on condition that the holder continues to fulfill the conditions for continuation of such award.
- b. The teaching Assistantship shall be tenable from the date on which the workload is assigned in the respective semester in all cases.

- c. The payment of Teaching Assistantship shall be made only on receipt of scholar's receipt bills duly countersigned by the Head of Department where he/she studies. No Teaching Assistantship shall be drawn for a month, unless the scholarship-holder has attended the Department/University regularly in that month.
- d. The disbursement of Teaching Assistantship shall be done in accordance with the procedure that may be laid down by the University.
- e. A Teaching Assistantship holder shall not combine any other course of study without permission of the Vice Chancellor.
- f. A Teaching Assistantship shall be cancelled, if the scholarship-holder fails to secure the examination result as prescribed by the University.
- g. A Teaching Assistantship holder shall at all time maintains good conduct and behavior and observe all rules of discipline.
- h. Award of Teaching Assistantship for postgraduate course shall ordinarily be covered under following conditions:
 - i. Students who are admitted on full time basis and have a strong educational track record may be awarded a Teaching Assistantship, to be decided by the Board of Management on a case by case basis.
 - ii. Initially the Scholarship will be given for one semester only. Its continuation is subject to satisfactory performance as laid down in the Rules for the program.
 - iii. Full time students, who were not awarded a Teaching Assistantship, would be considered for same at the end of each Academic year. Such an Assistantship may be offered to students who have been selected by the Committee. No award of scholarship will be considered after the second term/semester is over.

The students may be allocated load by the HODs, for the following:

- Assistance in tutorial classes for UG Programs
 - Assistance in lab classes for UG Programs
 - Assist HOD, nominated supervisor(s), or faculty in charge fellowship coordination for:
 - Record keeping in the Department
 - Development of Labs
 - Stock taking of Labs/Stores
 - Literature survey
 - Report(s) preparation
 - Tabulation of Results
 - Evaluation of Tutorial & Lab work
 - Invigilation Duties
 - Any other work assigned by HOD/University Authorities.
- iv. The Teaching Assistantship shall be liable to termination, if:
 - The scholarship-holder discontinues studies during the middle of a session
 - Failure in any subject
 - CGPA is less than 3

- Conversion from full time to part time status
 - Attendance in Lectures, Tutorials and Laboratories taken separately is less than 80%
 - Unsatisfactory performance in the teaching load or work allocated
 - The scholarship-holder, after he has been given a reasonable opportunity to explain his conduct, is in the opinion of the Dean of college, found guilty of a breach of the Ordinance
- v. Teaching Load: Total assistantship load of 9 hours or more per week shall be assigned to the students under arrangement with HODs. The load to the fellows may be assigned by the HODs and monitored by PG Program coordinators/ course coordinators. The assigned workload can be increased/decreased at the discretion of the HoDs.
- vi. Amount of Assistantship: The Executive Council on recommendation of the Academic Council will decide the amount of fellowship from time to time.

7. Scholarship

- a. University may announce scholarship schemes for Under Graduate/Post Graduate students for the amounts/duration and as per conditions as may be decided and approved by the Committee in consultation with the Chancellor and Vice Chancellor. The University also has the right to discontinue any of the existing scholarships or institute new scholarships as and when required.
- b. The University will provide scholarships for deserving candidates from economically weaker sections, irrespective of caste.
- c. Students will be eligible to avail the state sponsored scholarship opportunities, provided they fulfil all the required criteria.
- d. The University will invite members of the community and society to institute a scholarship/ award/ medal in their or their representatives name.
- e. No scholarship shall be drawn for a month unless the scholarship-holder has attended the course of study regularly.
- f. The award and withdrawal of scholarship shall be done in accordance with the procedure that may be laid down by the Academic Council.
- g. A scholarship-holder shall at all times be of good behaviour and observe all rules of discipline.

8. Award of University Medals and Prizes

- a. The University shall award with a view to augment academic interest and activities among the students. Gold and Silver medals every year on the basis of results of annual examinations, subject to the provisions hereinafter appearing.
- b. A gold (plated) and a silver medal shall be awarded for each of the following examinations in all branches to successful candidates as mentioned below:
 - i. **Vijay Kumar Malaiya Sarvashreshtha Chhatra Swarn Padak (Gold Medal):** The medal (written as – Sarvashreshtha Chhatra – Varsh) will be

- awarded to the **Best Student of the year** (Science Stream) as decided by the Patrons of the University and the Awards Committee.
- ii. **Jayant Malaiya Sarvashreshtra Chhatra Swarn Padak (Gold Medal):** The medal (written as – Sarvashreshtra Chhatha – Varsh) will be awarded to the **Best Student of the year** (Arts Stream) as decided by the Patrons of the University and the Awards Committee.
 - iii. **Dr. Sudha Malaiya Bahumukhi Utkrishta Chhatra Puraskar (Shield for All Round Excellence):** This running shield (written as – Bahumukhi Utkrishta Chhatra Puraskar) will be awarded to the student who has achieved **all around excellence** in fields including academics, social and cultural activities, sports, participation in university events, conduct, attendance, etc. as decided by the Patrons of the University and the Awards Committee.
 - iv. **Chancellor's Gold Medal:** The Chancellor's Gold Medal will be awarded to an undergraduate student who will **secure first position** in the University among all programs/courses/branches running in the University, subject to minimum number of students registered for the program.
 - v. **Vice Chancellor's Gold Medal:** Medals will be awarded to two successful candidates (one each in bachelors and masters programs) in each Faculty being run by the University, who have secured the highest percentage of Marks (above 85%). However, the candidate must have passed all semester examinations of the consecutive years in single and first attempt. To decide the Gold Medal, marks obtained by the candidates from the first to final University Examination, will be computed.
 - vi. **Vice Chancellor's Silver Medal:** Medals will be awarded two successful candidates (one each in bachelors and masters programs) in each Faculty being run by the University, who have secured the second highest percentage of Marks (above 80%). However, the candidate must have passed all semester examinations of the consecutive years in single and first attempt. To decide the Silver Medal, marks obtained by the candidates from the first to final University examination, will be computed.
 - c. Notwithstanding anything contained in the foregoing paragraphs, award of University Medal for anyone or all of the examinations may be withheld, suspended or cancelled.
 - i. If, in respect of a year no candidate is found eligible for the award
 - ii. If the Vice Chancellor finds, after considering a report of the Head of the Institution/College, that the eligible student concerned is not worthy to receive the award on account of a serious charge against him/her, like gross misconduct etc.
 - iii. In case candidate has failed a subject or has been detained.
9. If for an award, two or more students are found eligible by having obtained equal marks or grade point average, the medal shall be awarded on the basis of extra-curricular activities, participation in University events, conduct, and attendance.

EKLAVYA UNIVERSITY, DAMOH
ORDINANCE NO. 07

**ORDINANCE PERTAINING TO AWARD OF DEGREES, DIPLOMAS,
CERTIFICATES AND ANY OTHER DISTINCTIONS & MEANS RELATING TO
GRANTING AND OBTAINING THE SAME AND CONVOCATION**

1. The conditions for award of Degrees, Diplomas, Certificates and any other distinctions shall be laid down in the respective regulations governing the programs as per course ordinance.
2. **Convocation**
 - a. Convocation for the purpose of conferring degrees and making awards shall ordinarily be held every year or as determined by the Governing Body at the time specified by the University and shall be called Annual Convocation. A special Convocation may also be held at such time as may be found necessary and convenient. The actual date of the Convocation in each case shall be fixed by the Vice Chancellor with the approval of the Chancellor.
 - b. Not less than two weeks' notice for the Convocation shall be given to the recipients of the degrees, by the Registrar. This period may however be reduced to ten days in the case of Special Convocation or in any other case where such a course is considered expedient by the Chancellor.
 - c. The degrees/diplomas/certificates shall be awarded after the students complete the respective programs and fulfill the conditions for the award as laid down in the rules of the respective programs.
 - d. The University shall create the provisions and rules for award of medals to the students for each year at the time of the Convocation.
 - e. The Registrar shall send a program of the convocation and the procedure to be observed during the convocation along with a brief to the Visitor, the Chancellor, the Pro-Chancellor/s, the Governing Body, the Board of Management, the Vice-Chancellor, the Pro Vice-Chancellor, the Academic Council, and Deans of the Schools.
 - f. The student eligible to receive the degree in person must apply to the Registrar, seven clear days before the day fixed for the convocation, in a prescribed form, together with the fee as may be prescribed by the University intimating their intention to be present at the Convocation, provided that the Vice-Chancellor may in special cases permit the receipt of late applications up-to 4 days before the date of Convocation, if such applications are accompanied by a late fee as fixed by the University.
 - g. Such students who are unable to present themselves in person at the convocation, may apply for receiving their degrees in absentia in the prescribed form, after the date of convocation along with a fee as prescribed by the University.
 - h. Every degree shall bear the signature of the Vice-Chancellor, Registrar, and Controller of Examinations. The date on the degrees whether to be

awarded at the Convocation or otherwise will be the same as the date of the declaration of the result of the examination for which the degree is being awarded.

- i. Dignitaries such as the Chief Guest, the Visitor, the Chancellor, the Pro-Chancellor/s, the Governing Body, the Board of Management, the Vice-Chancellor, the Pro Vice-Chancellor, the Academic Council, and Deans/Principals of the Schools shall wear such academic costumes as is approved by the Governing Body.
- j. All students at the Convocation shall wear the costume as may be prescribed by the University appropriate to their respective degrees. No student shall be admitted to the Convocation, who is not in the proper academic costume. The decision of the Board of Management in this regard shall be final.
- k. Degrees will be distributed to the students attending the convocation at the place, time and day specified by notification before or after the Convocation as decided by the University. A rehearsal may be arranged on or before the day of the Convocation, at which students for Degrees/Diplomas must be present. Students not present at the rehearsal run the risk of not being admitted to the Convocation.
- l. The Academic Procession shall comprise the Visitor, the Chancellor, the Pro-Chancellor/s, the Governing Body, the Board of Management, the Vice-Chancellor, the Pro Vice-Chancellor, the Academic Council, Deans/Principals of the Schools, and the Registrar. They shall assemble at the place notified at the appointed hour and shall walk in procession in the following order to the convocation hall: there may be invocation of "any supreme power" to bless the passing-out students and the beginning of their careers, while the Academic Procession is moving towards dais in following order:
 - i. Controller of Examinations
 - ii. The Registrar
 - iii. The members of Academic Council
 - iv. The members of Governing Body
 - v. The member of Board of Management
 - vi. Deans of Faculty
 - vii. The Pro Vice-Chancellor
 - viii. The Vice-Chancellor
 - ix. The Pro-Chancellor/s
 - x. The Chancellor
 - xi. Other nominated Guest(s), if any
 - xii. The Visitor
- m. All of the above, except Academic Council shall take their seats on the dais in places reserved for them.
- n. The students present at the Convocation shall take their seats at the places reserved for them before the procession enters the Convocation hall. As the procession enters the Convocation hall, all shall rise and remain standing until the members of the procession have taken their respective

seats.

- o. Lamp may be lighted, to invoke the blessings of "any supreme power".
- p. The Registrar shall take the sanction of the Visitor and/or the Chancellor and in his absence the Pro Chancellor/s/Vice Chancellor/Pro Vice-Chancellor to start the proceedings by saying "The convocation of Eklavya University, Damoh has been called to confer the undergraduate degrees, postgraduate degrees, doctorate degrees, diplomas and other academic distinctions (as the case may be), upon the students who have been certified to be worthy of these degrees. May I, with your permission declare the Convocation open?" the Chancellor or the Pro Chancellor/s/Vice Chancellor shall then pronounce. "I permit the Convocation to be declared open". Thereafter the Registrar shall pronounce "With the permission of Visitor/Chancellor/ Pro Chancellor/s /Vice-Chancellor/Pro Vice Chancellor, declare the Convocation opens".

- q. The Vice-Chancellor will then present the annual report of the University.
- r. The Honorary Degrees, if any, shall be conferred immediately after the opening of the Convocation. The recipient/distinguished person to be awarded honorary degree shall be introduced ordinarily by the Vice-Chancellor, who shall welcome him/her and read out the citation about his/her qualifications. The Vice-Chancellor will then request the Visitor/Chancellor to confer the Honorary Degree in the following words:

"By virtue of the authority vested in me as the Vice Chancellor of Eklavya University, I request Hon'ble Visitor/Chancellor, that you may be pleased to graciously confer upon (Name of the distinguished person) the Degree of (Honoris Causa) for his outstanding services."

The Chancellor or the Vice-Chancellor in presenting the Certificate of the honorary degree shall say to the recipient: "I confer on _____ the Degree of _____ (honoris Causa).

The National Anthem of the Country of the Dignitary, on whom the Degree is conferred, shall be played, if necessary.

The recipient of the Honorary Degree will then present his address, if any.

- s. Chancellor or in his absence the Pro/Vice- Chancellor shall then say: "Let the students be presented".
- t. The following shall be the order of the presentation of degrees:
 - i. Vijay Kumar Malaiya Sarvashreshtha Chhatra Swarn Padak (Gold Medal to the Best Student - Sciences), inf any;
 - ii. Jayant Kumar Malaiya Sarvashreshtha Chhatra SwarnPadak (Gold Medal to the Best Student - Arts), inf any;
 - iii. Dr.Sudha Malaiya Bahumukhi Utkrishta Chhatra Puraskar (Shield for All Around Excellence), If any;
 - iv. Chancellor Gold Medal, If any;
 - v. Vice-Chancellor Gold & Silver Medals, by School;
 - vi. Post-Doctoral Degrees, If any;
 - vii. Ph. D. Degrees, If any;
 - viii. Post Graduate Degrees, If any;

- ix. Undergraduate Degrees, If any;
- x. Diploma/Certificates, If any.
- u. The Deans/Principals of their respective Schools and in their absence the Registrar shall present all the students for various degrees under the School and the Vice-Chancellor shall admit the students present, also in absentia, to the degrees concerned. The citation for the Deans/Principals of the Schools and the Vice-Chancellor shall be:

"Sir, I present to you this/these student/students, who have been examined and found, qualified for the degree of _____ to which I pray he/they may be admitted."

The Vice-Chancellor shall address each time as follows while awarding the degree say to the students, who shall remain standing. (This activity of charging) may be done collectively after presenting all the degrees)

"By virtue of the authority vested in me as Vice-Chancellor of Eklavya University, I admit you to the degree of _____ in this University and charge you to prove worthy of the honour conferred on you.

The student shall acknowledge with a bow. The recipients of the degrees shall remain standing while the Dean/Principal and the Vice-Chancellor admit the students to the degrees.

- v. After the degrees have been conferred, the Registrar shall declare the number of Degrees/Diplomas that have been conferred on Regular and Part Time Students present in the Convocation and also in absentia.
- w. The Visitor or the Chancellor or the Pro-Chancellor/s, or in their absence the Pro/Vice-Chancellor, shall then present the medals and prizes to the recipients of the medals/prizes, who shall be called individually by the Registrar and shall stand before the Chancellor or the Pro/Vice-Chancellor, as the case may be.
- x. The Chancellor or the Pro-Chancellor/s and in his absence the Pro/Vice-Chancellor, will then introduce the chief Guest and request him to address the Convocation.
- y. The Chief Guest will then deliver the Convocation address.
- z. The Registrar with the permission of the Visitor and/or the Chancellor, and in his absence with the permission of the Pro/Vice-Chancellor will then declare the Convocation closed.
- aa. National Anthem shall then be played, after requesting all to stand up for the National Anthem.
- bb. The procession will then leave the convocation hall in the reverse order in which it had entered. All shall remain standing till the procession moves out of the hall.
- cc. Notwithstanding anything contained in the Ordinance, the Chancellor may suspend holding of the annual Convocation or Convocations. In such case the degrees will be sent to the students, duly signed, at their address. The

Registrar shall notify the suspension of the Convocation and invite applications from the students, who desire to take the degree. The degree will be sent to those students, who have applied for obtaining the degrees on payment prescribed fee by the University.

dd. A Special Convocation may be held for the purpose of conferring a Honorary Degree on a distinguished person. The general procedure of same shall remain the same as listed above.

3. Issue of Academic Documents to Students (Grade Sheets/ mark sheets, Transcripts, Provisional Degree Certificates and Other Documents)

University shall adopt following system for award of Academic Documents to the students. The current charges are mentioned against each. These charges may be renewed by the Governing Body from time to time.

Grade Sheets

A. Initial

- (1) These shall be issued at the end of each semester, as per schedule announced by the Registrar's Office.
- (2) Cost - Nil
- (3) Students who fail to collect the grade sheets on specified and also on alternate dates, shall have to pay a fine of Rs.100/- (subject to change by the Governing Body from time to time), if they wish to collect their grade sheets subsequently.
- (4) The grade sheets shall be issued in person only.

B. Replacement

- (1) Student should submit a copy of report lodged with police, mentioning the city of loss of original grade sheet, along with a written application.
- (2) Cost - Rs. 100/- (subject to change by the Governing Body from time to time) per grade sheet.
- (3) Word 'DUPLICATE' shall be endorsed in Red on top of the duplicate grade sheet.
- (4) The grade sheet may be sent by post to passed out students at the additional cost for Rs. 100/- covering the postal charges (National) and Rs. 1000/- (International), (subject to change by the Governing Body from time to time), on completion of requirements as prescribed by the Administrative office.

Transcripts

A. Interim (Before completing degree requirements)

- (1) Students are required to submit an application.
- (2) Cost – Rs. 100/- per transcript (subject to change by the Governing Body from time to time).
- (3) Application should specify the reasons in support of requirement and also proof of same should be attached e.g. requirement of attaching transcript by a foreign University. In case of requirement by the placement cell the

application should be approved by the Head of the placement cell, whether for on/off campus interviews. No fees will be charged in this case.

B. Final (After Passing out)

- (1) First copy – free of charge.
- (2) Additional copies @ Rs. 100/- per copy (subject to change by the Governing Body from time to time) shall be issued based on the application of the student.

Provisional Degree/ Character Certificate/Migration Certificates

A. Initial Issue

- (1) Free of charge on submission of "No Dues Certificate" and on completion of degree requirements.
- (2) Migration certificate shall only be issued, subject to student having submitted his/her original migration certificate at the time of joining the University.

B. Replacement Copies of Provisional Degree certificate, Character and Migration Certificate.

- (1) It shall be issued only on submission of an application along with copy of FIR in the police station indicating the place of loss, & also enclosing a cutting of a newspaper of repute (National Dailies) where student should publish an advertisement in 'Lost Column' mentioning the city where documents have been lost.
- (2) Word 'DUPLICATE' shall be written in red ink on top.
- (3) The cost of replacement shall be Rs. 500/- for (subject to change by the Governing Body from time to time) each of the certificate. These may be sent by post at following additional cost, to cover cost of postage.

National	- Rs.100/-
International	- Rs.1000/-

Final Degrees

A. Awarded During Convocation

- (1) Cost – 1000/- (subject to change by the Governing Body from time to time)
- (2) Student should have submitted a Receipt of Fee, before being admitted to the Convocation.

B. Replacement:

- (1) It shall be issued only on submission of an application along with copy of FIR in the police station indicating the place of loss, & also enclosing a cutting of a Newspaper of repute (National dailies) where student should publish an advertisement in 'Lost Column' mentioning the city where documents have been lost.
- (2) Word 'Duplicate' shall be written in red ink on top.
- (3) The degree shall be unsigned, but authenticated by the Registrar

- (4) The cost of replacement shall be Rs. 1500/- for each certificate (subject to change by the Governing Body from time to time). These may be sent by post at following additional cost, to cover the cost of postage.

National	- Rs.100/-
International	- Rs. 1000/-

Identity Cards

- (a) Initial Cost -Nil
- (b) Replacement Fine of Rs. 200/- (subject to change by the Governing Body from time to time) to be paid by the student along with an application. Word 'DUPLICATE' shall be written in red ink on Top.

Booklet on Academic Rules & Standing Orders

- (a) Initial (1st Year) Cost - Nil
- (b) Additional Copies May be issued @ Rs. 200- per booklet (subject to change by the Governing Body from time to time).

Attested Copies

University may specify charges for providing attested copies of the documents from time to time.

All fees to be charged are subject to change as per the decision of Governing Body, from time to time.

**EKLAVYA UNIVERSITY, DAMOH
ORDINANCE NO. 08**

**ORDINANCE PERTAINING TO CONDITIONS FOR STUDENT RESIDENCE, RULES
AND DISCIPLINE**

1. General

- a. There shall be residence facilities for resident students termed as Boys Hostel & Girls Hostel respectively for boys and girls, as may be allocated.
- b. Each Hostel may be given such names as decided by the Board of Management.
- c. Students desirous of staying in the campus will be separately accommodated in the Boys and Girls Hostel, subject to the availability of seats.
- d. Student desirous to opt for hostel residence shall collect and fill the Hostel application form from the Administrative Office, and submit the same signed by the Principal/ Dean of the School and Dean Student Welfare (or HOD in his absence) along with supporting documents as mentioned, and the receipt of the prescribed fee back to the Administrative Office, which will then allocate the room in consultation with the Hostel Warden.
- e. The Administrative Office will issue a list of students who have been offered hostel accommodation along with intimation of fee submission date.
- f. Hostel accommodation offer will automatically be terminated after due date of fee submission.
- g. Students who have submitted the hostel fee will be allotted rooms by the Administrative Office in consultation with Wardens of the respective Hostels.
- h. Hostel residence will be allotted for the period of one academic year, subsequent allotment of hostel residence will be subject to new application by the student.
- i. The students residing in the University Hostel shall pay such charges as may be prescribed by the Board of Management from time to time.
- j. Each Hostel shall have Warden(s), who shall be appointed by the Vice-Chancellor for a specified period on such terms and conditions as may be prescribed by the Board of Management from time to time.
- k. The Warden shall ordinarily be required to stay in the Warden's room during the tenure of his office.
- l. Every hostel shall maintain such register and records, as may be prescribed by the University, and shall furnish such statistical information as the University may require, from time to time.
- m. Every resident shall have to observe discipline as per the hostel rules and standing orders.

2. Duties of Warden shall be prescribed and may include:

- a. Supervise the matters relating to the overall functioning of the hostel, the resident students welfare, and discipline.
- b. Periodically inspect the hostel infrastructure and be in contact with the staff and students; be responsible for the smooth functioning of the hostels.
- c. Permit stay of any guest according to the hostel rules.

- d. Ensure that the resident students in his/her charge observe the rules framed by the University relating to the maintenance of discipline and decorum in the hostel; and shall promptly report to the Dean of student welfare all cases of misbehavior, indiscipline and sickness of the resident students in his/her charge.
- e. Ensure maintenance of discipline and decorum in the premises of the hostel; have the power to take disciplinary action, including the ordering of eviction of a resident from the hostel; take disciplinary action against a resident student for keeping any unauthorized guest, take action for the eviction of resident students in consultation with the Administration;
- f. Be responsible for all matters relating to health, hygiene, sickness, food, sanitation and cleanliness of the hostel.
- g. Supervise the functioning of the Mess and the working of the Mess Staff, if required.
- h. Be responsible for the overall security of the Hostels and will coordinate his/her responsibility with the security staff of the University.
- i. Have the right to inspect Hostel Rooms at all hours.
- j. Be responsible for the proper up keep and maintenance of such properties of the, concerned Hostel, as are under his/her charge; periodically verify the furniture and fittings of the Hostel with the assistance of the caretaker and take action for their repairs/replacement for obtaining additional furniture.
- k. Report and collect the cost of damaged property from students.
- l. When a Warden is on leave, his/her responsibilities and functions will be distributed among other Wardens for the duration of his/her absence.
- m. Warden is responsible for informing parents about hostel closure at the end of each semester.

3. Rules and Standing Orders for Hostellers:

- a. At the time of occupying the room, student must check the room furniture, fixtures, electrical fittings etc. and sign receipt. He/she will be charged for any loss, damage done to furniture, fixture, fittings and articles issued to him/her along with the disciplinary action if warranted. Sketching/painting on walls is prohibited. Rooms once allocated are not to be changed without the written permission of Competent Authority.
- b. Students themselves are responsible for all their belongings. They must ensure all their valuables including laptops are properly locked and not left outside even for short period. They are advised to use good quality locks.
- c. Students must show their ID card to the security staff every time they enter/leave Hostel gate.
- d. Students are required to compulsorily get their rooms cleaned by the house keeping as per announced schedule.
- e. Smoking, consumption/possession of liquor, intoxicants, drugs, cigarettes, hookah etc. inside the Campus is strictly prohibited. Any violation will invoke severe penalty including rustication from the Hostel/ University. Students are expected not to indulge in any of the above-mentioned taboos even outside the campus as any report of same or detection of same on entering the campus shall be dealt equally as if such an offence has taken place inside the Campus.

- f. Students should not indulge in acts such as playing of loud musical instruments or radio or loud singing or dancing etc. which may disturb others at study or work in the Hostels.
- g. Students are not permitted to keep fire-arms or any lethal weapon with them in the Hostel premises even though possessing a license for it.
- h. Students are prohibited from keeping obscene literature/video films/CDs in their possession. Any violation in this regard will result in severe disciplinary action.
- i. Electrical appliances like electrical irons, heaters, VCD/DVD player, T.V., V.C.P. and V.C.R. etc., are not permitted in hostel rooms.
- j. Hostel inmates fiddling with the electric connections, computer cabling, outlets, fittings and using additional electrical appliances shall be penalized, and the appliance / gadget will be confiscated.
- k. Lights, Fans etc. should be switched on only when needed and switched off when not required or when going out of the room. Similarly, water taps must be closed promptly after use. Electricity and water are scarce resource and needed to be conserved.
- l. Students, unless specially permitted, will be allowed to occupy the rooms allotted to them in their hostel only a day prior to commencement of their academic session. Likewise, they must vacate their rooms, within 3 days of the closure of their academic session. They will render themselves liable to disciplinary action and payments at enhanced rates for any unauthorized occupation beyond the stipulated period mentioned above.
- m. Before proceeding on longer vacation, students must hand over the charge of their rooms, the furniture and the fittings etc. to Hostel warden / Caretaker and get a receipt from him. If a student fails to do so, the Warden / Administrator is authorized to break open a locked room and make an inventory of the articles found therein. The University authorities shall not be responsible for the private belongings of the students found in such rooms.
- n. The Warden/ Administrator is assisted by a Supervisor/ Caretaker in day-to-day working of the Hostels. The Hostel inmates shall refer their difficulties of whatever nature to the Warden/ Administrator who will take necessary action. Matters related to indiscipline shall be reported to the Warden / Administrator.
- o. No furniture shall be removed from the room and used elsewhere either inside or outside the Hostel without the permission of/or under the orders of the Warden/ Administrator.
- p. No student is allowed to engage a private servant or keep pets.
- q. Visitors including parents are not allowed to go inside the hostel rooms. Parents/ Guardians can meet their wards in the Visitor's Lounge during the specified visiting hours with the permission of Warden.
- r. Students can be permitted to visit their Parents, Local guardians, near relatives occasionally. All such visits shall have to be after due permission from the Warden.
- s. Students are prohibited from giving shelter to any other student/ outsider in their rooms. In case of any unauthorized shelter, the student will be liable to disciplinary action. Unauthorized occupation/ shelter to any outsider will be reported to local administration for suitable action.
- t. All students must be present in their respective hostels as per specified times unless specifically permitted to stay out in the night and for a specific reason in writing by the Warden/Dean of Students Welfare.

- u. Students will be charged for Boarding and Lodging beyond the semester at the rates as decided by the management.
- v. All students staying in the hostels during summer vacations shall have to abide by the Hostel Rules in place.
- w. Students are required to observe the mess timings religiously. They will not get entry & food beyond the prescribed timings in the mess.
- x. Provision items of daily use including bread, butter, biscuits etc. are available on payment at the canteen which is open as per times specified.
- y. Ragging in any form is unlawful and strictly prohibited. Student found indulged in ragging may be expelled from the Hostel as well as the University. FIR will also be lodged against student indulging in ragging.
- z. Student's not returning back to their hostels within the prescribed time without the permission from the Warden may attract disciplinary action including deduction of disciplinary marks. The student will be expelled from the Hostel in case of repeated offences.
- aa. All the students are charged Hostel fee for the academic year, as such they must completely vacate their rooms within three days of conclusion of the academic year. Any stay beyond that without written permission of a competent authority shall attract disciplinary action and payment at enhanced rates or on rates as specified by the authority for both boarding as well as lodging.
- bb. The University adopts the vegetarian eating ethics for any food served in the University premises or hostel mess.
- cc. Mess membership will be mandatory for all hostel residents.
- dd. Students violating any of the above guidelines will face disciplinary action in which case the decision of competent authority is final and binding.

4. Procedure/Instructions for obtaining out pass shall be as below:

- a. Day out pass on working days must be signed by both the HoD and the Warden.
- b. Out pass for overnight/out station leave will be issued by the Warden and has to be signed by the Registrar.
- c. In case of grave emergency immediate out pass will be issued by the Warden and has to be signed by the Registrar.
- d. Girl students wanting overnight out pass/out station leave are required to get written permission of their parents/guardians through a phone call to the Warden.
- e. Girl students are advised to go outside the campus in groups of minimum three for their own safety.
- f. In case of medical evacuation, the patient and attendants can move out on the medical officer's advice. Warden and Registrar/ Dean of the School must be informed.
- g. All students are required to be back inside the campus by 07:00 PM on all days.

5. Rules for Discipline

- a. The welfare and discipline of students are two integral parts of Institutional behaviour. Students' behaviour and discipline will therefore be assessed and will receive the same attention as the academic work. Discipline includes the observance of good conduct and orderly behaviour by the students of the University. All students pursuing a course of studies at the University shall observe a code of conduct and maintain discipline.

and consider it his/her duty to behave decently at all places. They must follow the rules pertaining to discipline, as may be laid down by the Board of Management of the University and also abide by all rules and regulations of the University framed and notified from time to time. Students of the University must study the Standing Orders carefully and also make themselves familiar with these instructions, pertaining to their academic, co-curricular and other activities.

- b. The rules and regulations governing discipline, and procedures relating to discipline shall be as provided for in the regulations for each program. Any amendments to these Standing Orders will be notified through notices displayed on notice boards and circulated in the usual manner. The plea of ignorance will not be entertained for any breach of orders in force from time to time. Therefore, students must see the notices on the Notice Boards/Website/Student information system regularly.
- c. Every student shall always carry on his/her person the Identity Card issued by the University. Every student, who has been issued the Identity Card, shall have to produce or surrender the Identity Card, as and when required by the Proctorial Staff, Teaching and Library Staff and the Officials of the University. The loss of the Identity Card, whenever it occurs, shall immediately be reported in writing to the Registrar, and a Duplicate ID Card must be procured from the Administrative Office.
- d. Any violation of the code of conduct or breach of any rules or regulations of the University by any student shall constitute an act of indiscipline and shall make him liable for disciplinary action against him.
- e. The following acts, in particular, shall constitute acts of gross indiscipline and any student indulging in any of them shall render him/herself liable for disciplinary action against him.
 - i. Disobeying teachers/officials or misbehaving in the class.
 - ii. Quarrelling or fighting on the University campus or outside the campus, amongst themselves or indulging in any activity which amounts to ragging and or harassment of other students
 - iii. Quarrelling or fighting with a University employee or any employee of the University mess/canteen/cafeteria/security or any other public utility functioning in the campus.
 - iv. Behaving in the University campus or outside in a manner which is indecent, or which is meant to annoy or harass the students, teacher, officers or employee of the University.
 - v. Visiting socially unacceptable websites, consuming liquor or banned substances like drugs etc.
 - vi. Damaging the University property.
 - vii. Indulging in acts of theft, stealing and misappropriating.
 - viii. Use of mobile in the class/academic area.
 - ix. Irregularity in attendance, persistent idleness or negligence or indifference towards the work assigned.
 - x. Any other conduct anywhere which is considered to be unbecoming of a student.
 - xi. Any other activity that defames the University and constitutes indiscipline. It shall also include inciting others to do any of the aforesaid acts.

6. Rules for Student's Conduct & Behavior in Campus and Outside.

The rules governing the same shall be as provided for in the regulations for each program and generally are as below:

- a. Students of the University must study the Standing Orders carefully and also make themselves familiar with these instructions, pertaining to their academic, co-curricular and other activities.
- b. Any amendments/additions to these Standing Orders will be notified through notices displayed on notice boards and circulated in the usual manner. The plea of ignorance will not be entertained for any breach of orders in force from time to time. Therefore, students must see the notices on the Notice Boards/ Website regularly.
- c. The Schedules for all academic works and for the Examinations will be notified to the students separately by the Registrar/Academic Departments.
- d. The Vice-Chancellor is overall in charge of the academic activities including attendance and leave of students.
- e. Dean Student welfare will deal with the welfare and discipline of all students in the campus including Hostel and also outside the campus and will ensure maintenance of good conduct. He/ She will be assisted by other members of faculty/ staff/ wardens as nominated.

7. Conduct and Behaviour

- a. Students should attend all their classes and strictly observe class timings. They should likewise carry out other out-door and extra-curricular activities/duties assigned to them. Their attendance and leave is governed by the regulations pertaining to them.
- b. Students must give their undivided attention to their academic work and must be respectful to their teachers, supervisors and staff.
- c. All students must carry I-cards with them at all times. Identity card can be asked to be shown by the student by any competent authority including security guards at the entry gate of the University as well as hostel. I-card is an important document. Loss of I-card may invite monetary fine as decided from time to time.
- d. Students must conduct themselves with due decorum in the classes, laboratories, Library etc. and move in an orderly and disciplined manner. They must conduct themselves in a manner worthy of great traditions.
- e. Students, who fail to make sufficient progress in their studies and also do not maintain the required attendance in the classes, are liable to be debarred from appearing in the final examination and will be awarded Fail grade.
- f. If in a particular class/period more than 40% students are absent, it would be regarded as mass absenteeism and an act of indiscipline. Disciplinary action will be taken on the students indulging in mass absenteeism.
- g. No student shall disobey any order issued by the University. Students must behave with due decorum towards their fellow students.
- h. Students should not indulge in abusive behaviour/ violence of any kind with fellow students, teaching faculty and employees of the University within or outside the University. Violence by any student or group of students will lead to severe disciplinary action.
- i. No meeting of the students other than those organized by the various recognized student bodies shall be called without the prior permission in writing from the Dean Student Welfare.

- j. No meeting/function within the University campus to which any outsider is invited shall be organized nor shall any outsider address the students without the prior permission in writing from the Vice Chancellor.
 - k. No students shall use unfair means at any of the examinations and tests or attempt or threaten the staff to get undue advantage. Disciplinary action shall be taken against defaulters as per the rules of the University.
 - l. Students must pay all fees and other dues on specified dates. If they do not do so, they render themselves liable to penalties as in force from time to time.
 - m. Students must take good care of all University property. Any damage to University property shall be viewed as indiscipline. Such student(s), in addition to facing the disciplinary action, shall have to replace the damaged property and make good the losses caused due to their action. Students must use the furniture and fittings with due care and must not deface buildings, roads, furniture and fittings etc. in any manner.
 - n. Students must handle the laboratory equipment, instrument and machinery that they have to use in course of their work with great care. Any damage or breakage of such equipment etc. due to improper use of negligent handling will have to be made good by the students concerned.
 - o. Ragging in any form is unlawful and strictly prohibited. Student found ragging shall be expelled from the University and FIRs lodged against them as per orders of the Honorable Supreme Court.
 - p. Mobile cellular phone may be carried by the students. However, they shall be kept in silent mode during the classes. Violation will lead to confiscation of the mobile phone.
 - q. All the students are required to observe the decorum in the dress code (as laid down by the University) while moving in the Administrative/Academic block including Labs & Library on working days. Students not adhering to the described and notified dress code may be denied entry to the University.
 - r. Smoking, consumption/possession of liquor, intoxicants, drugs, cigarettes, hookah etc. inside or outside the Campus is strictly prohibited. Any violation will invoke severe penalty including rustication from the Hostel/ University.
 - s. The University adopts complete vegetarian eating ethics for any food served or procured from outside agency or consumed within the University premises including guest houses. Further, the same shall apply to utilization of silk on the University Campus.
8. **Rules and Regulations for Library:** The rules governing the same shall be as below:
- a. Students must follow the Library rules for borrowing/using/returning books.
 - b. They must show their Identity Cards when asked for.
 - c. The books must be returned on or before the due date of return of the book.
 - d. Library books should be used with great care. Tearing or folding or cutting of Library books or making any mark on them is not permitted and shall lead to disciplinary action. Any defect noticed at the time of borrowing books must be brought to the notice of the Library staff immediately, otherwise the borrower may be required to replace the book by a new copy or pay double the cost of the book.

- e. In open access Library of the University, replacement or misplacement of books on the shelves by the readers is not desirable. Readers should leave the book on the table after use.
- f. Library cards are non-transferable, and they should be kept securely otherwise the borrower shall be held responsible for the books issued against cards.
- g. Before leaving the Library, a student should make sure of getting the books properly issued at the counter against the card.
- h. Personal property or books other than those belonging to the Library must be deposited at the entrance gate.
- i. The loss of Library books or borrowers' card must be immediately brought to the notice of the Librarian in writing.
- j. A duplicate library card will be issued to the student on a nominal charge, as decided by the Library Committee.
- k. Students will be required to reimburse the value of the book if lost or misplaced, as per the guidelines of the Library Committee.
- l. Polite and courteous behaviour inside the Library is expected from all the users and silence must be observed inside the reading rooms.

9. **Anti-Ragging Measures** the University shall have a zero-tolerance policy towards Ragging and shall lay down strict guidelines on the same as per policies of the UGC in vogue and in compliance to directions of Hon'ble Supreme Court.

10. **Policy to Prevent Sexual Harassment:** The University shall be committed to treating every employee and student with dignity and respect. It shall seek to create a work environment that is free from sexual harassment of any kind, whether verbal, physical or visual. A policy shall be created by the University to provide guidelines for prompt redressal of complaints related to sexual harassment which should be in full. The policy so defined should be communicated to all employees and students and they be made aware of the complaint and redressal mechanism for same.

EKLAVYA UNIVERSITY, DAMOH
ORDINANCE NO. 09

**ORDINANCES PERTAINING TO THE APPOINTMENT OF EMPLOYEES, OTHER THAN
THOSE FOR WHOM A PROVISION HAS BEEN MADE IN THE STATUTES**

Notwithstanding anything contained in the Statutes, the Board of Management may invite a person of high academic distinction and professional attainments to accept a post of Professor or Associate Professor or any other equivalent academic post in the University on such terms and conditions as it deems fits and, on the person, agreeing to do so appoint him to the post:

- a. Provided that the Board of Management may also create supernumerary post for a specified period for appointment of such persons:
- b. Provided further that the number of supernumerary posts so created should not exceed five percent of the total posts in the University.
- c. The Board of Management may appoint a teacher or any other academic staff working in any other University or organization for undertaking a joint project in accordance with the manner laid down in the Ordinances.
- d. The Board of Management may appoint a person selected in accordance with the procedure laid down in Statute for a fixed tenure on such terms and conditions as it deems fit.
- e. All hiring and staffing decisions will be made with the approval of the Chancellor.

EKLAVYA UNIVERSITY, DAMOH
ORDINANCE NO. 10

**ORDINANCES PERTAINING TO ESTABLISHMENT OF CENTRE OF STUDIES,
BOARDS OF STUDIES, INTERDISCIPLINARY STUDIES, SPECIAL CENTERS,
SPECIALIZED LABORATORIES AND OTHER COMMITTEES**

1. The University shall have such Schools of Studies, Special Centers and Specialized Laboratories as may be required by the University.
2. University may add Schools/Centers/Departments with the approval of Governing Body and MPPURC under the relevant provisions of the Act.
3. Every School of Studies (hereinafter referred to as the School) shall consist of such Departments as may be assigned to it by the approval of the Governing Body.
4. **Each Department shall consist of:**
 - a. Teachers of the Department;
 - b. Persons appointed to conduct research in the Department;
 - c. Honorary Professors, if any, attached to the Department;
 - d. Such other persons as may be members of the Department in accordance with the provisions of the Ordinances.
5. Each School/Centre/Department shall have a Dean/ Director / HOD / Course Coordinator. Deans/Directors shall be appointed against specific appointments and shall be overall responsible for the functioning of the respective School/Centre. HODs/ Course Coordinators shall be appointed by the Vice Chancellor from amongst the Professors for a period of two years, provided that where in any Department, there is only one Professor. The Vice Chancellor may also appoint one of the Associate Professors as a HOD/ Course Coordinator of the Department.
6. Every School/Centre/Department shall have a **Board of studies** consisting of all or some of following members, namely:
 - a. The Dean of the School/Director of Centre/HOD/ Course Coordinator of Department as Chairperson respectively;
 - b. The Heads of Departments (for School);
 - c. The Professors in the Departments in the School;
 - d. One Associate and Assistant Professor, by rotation according to seniority, from each Department in the School;
 - e. Two members elected by the Academic Council for their special knowledge in any subject assigned to the School or in any allied branch of knowledge;
 - f. Such other members, but not exceeding two, as may be specified in the Ordinances.
7. All members of Boards of studies, other than ex-officio members shall hold office for a term of two years, unless replaced by the decision of a competent Authority. Term of members shall commence from such date as may be notified.
8. **Every Board shall have such powers and shall perform such duties as:**
 - a. Organize instruction and research in the subject under the general supervision of the Dean/ Principal and the Academic Council;
 - b. Consider and make recommendation to the Dean of School and the Academic

Council on any academic matter pertaining to its sphere of work, as may appear necessary or on any matter referred to it by the Dean/ Principal, or the Academic Council;

- c. Recommend introduction, alteration and modification of courses in the Program;
- d. Recommend creation, abolition and upgrading of research posts in the Department in accordance with its needs;
- e. Organize Lectures, Seminars, Symposia, etc. from time to time;
- f. Consider applications for admission to the Ph.D. Program in the Department;
- g. Consider and recommend research schemes;
- h. Appoint research supervisors;
- i. Consider to constitute its Sub-committee (s) if required. A Sub- Committee may be constituted by the Board of Studies to discharge the duties in any specified area. The Sub-Committee shall stand dissolved after it had completed the work assigned to it. The Sub-Committee shall perform such functions, as may be assigned to it by the Board of Studies.

9. The duties and functions of Deans/Directors of the School shall be as below:

- a. Responsible for the overall administration and management, stakeholder management, budgeting, etc. of the School.
- b. Responsible for admissions, monitoring and tracking of admitted students.
- c. Coordinate with the Finance Department to ensure all fees are paid and receipts are accounted for.
- d. Track scholarship status of each student in the School.
- e. Develop, implement, promote and evaluate curriculum of each department in the School.
- f. Strengthen the academic delivery mechanism to enhance students' performance.
- g. Adopt current industry and academic trends to ensure student employability.
- h. Design and maintain a master schedule – academic, training (on campus & off campus), placement, extracurricular activities, etc. for the School.
- i. Attract, develop and retain qualified faculty members.
- j. Encourage Faculty members to undertake research, publish in journals and attend conferences.
- k. Monitor student discipline and conduct (including attendance) and maintain the decorum of the University/School/Department.
- l. Maintain the course parameters as prescribed by the Regulatory Body and as per the Ordinances of the University.
- m. Strive to raise the standard of the University/ School and establish it as amongst the best in its field of study. Focus on strengthening each department.
- n. Develop a positive and active working and learning culture in the University and School.

10. Powers and Functions of the Head of the Department shall be as below:

- a. Be the academic head of the Department and shall convene and preside over the meetings of the faculty in the Department and the Board of Studies;
- b. Responsible for the academics – classes, syllabus, notes, question banks, daily/ weekly/ monthly work plans, etc.
- c. Responsible for assigning faculty their classes and courses, and substitution, and documenting the same.
- d. Maintain discipline in the Classroom and Laboratories through teachers of the Department;
- e. Assign teachers in the Department such duties as may be necessary for the proper functioning of the Department;
- f. Be responsible for the coordination and supervision of teaching and research in the Department;
- g. Recommend /Approve leave application of the members and other staff of the Department to the Dean of the School according to the rules framed for the purpose;
- h. Be responsible for the records, and equipment of the Department and the books of the Departmental Library;
- i. Operate the Budget of the Department in consultation with the Dean/ Principal; and
- j. Have such other powers and perform such other functions, as may be assigned to him by the Academic Council, the Vice Chancellor or the Dean of the School concerned.

EKLAVYA UNIVERSITY, DAMOH
ORDINANCE NO 11

**ORDINANCES PERTAINING TO THE MANNER OF CO-
OPERATION AND COLLABORATION WITH OTHER
UNIVERSITIES/INSTITUTIONS/ORGANISATIONS/AUTHORIT
-IES INCLUDING LEARNED BODIES OR ASSOCIATIONS**

1. The University may subject to the provisions of the Act and rules defined by the UGC, enter into MOUs with other Universities including foreign Universities, Institutions, Organisations and Authorities in such a manner and for such purposes as the University may decide or determine from time to time as per the Act or with the approval of MPPURC.
2. The MOUs must have clauses and conditions to safe guard the legal aspects of the University and include issues like, areas of cooperation and collaboration, mutual obligations, arrangement for transfer of credits, maintenance of standards, period of contract, consequences of termination of agreement, resolution of disputes, liabilities, financial agreements, if any.
3. Generally, but not limited to scope defined below, following may be agreed upon:
 - a. Promote Collaboration between the Universities/ Institutes / Organisations in the field of higher education.
 - b. Exchange of Faculties and Researchers.
 - c. Exchange of graduate students for a specified duration and courses.
 - d. Exchange academic materials of mutual interest including scholarly publications, curricula information and pertinent research reports.
 - e. Invite representatives of each other's academic community to participate in conferences and colloquia.
 - f. Cooperation in mutual fields of academic interest for purpose of developing specific education and training opportunities and Programs.
 - g. Promote Collaboration between the Industry Associations and Bodies in the field of skilling and employment readiness.
4. Academic & Organizational development assistance as well as education & training activities in a number of fields and subjects including:
 - a. Design of curricula for undergraduate and postgraduate studies.
 - b. Development of faculty profiles.
 - c. Internship opportunities with companies in Indian and overseas.
 - d. Establishment of periodic quality assurance practices and procedures.
 - e. Short professional training courses.
5. Contact and collaboration between faculty, staff and students, carry out joint research Programs and exchange experiences in education research. Activities include:
 - a. Joint cooperative research projects.
 - b. Consultancy work to assist the development of new Postgraduate courses.
 - c. Enter into twinning arrangement, if allowed within the rules of the UGC.

EKLAVYA UNIVERSITY, DAMOH

ORDINANCE NO.12


ORDINANCE PERTAINING TO FACULTIES AND PROGRAMS

The Eklavya University will have following Schools/Faculties offering academic programs as mentioned below:

Two or more faculties/schools of study may be grouped together to make one Faculty/School and / or new faculty/school may be constituted, from the existing ones and/or new faculties/schools/areas of study may be formed on the recommendation of the Academic Council, as and when required.

List of Schools/Faculties and Departments

S.No.	Faculty	Department	Nomenclature of Degree/Diploma
1.	School of Engineering	Department of Engineering - Mechanical - Computer Science - Information Technology - Civil - Electrical & Electronics - Electronics & Communication - Mechatronics - Automation & Robotics - Mining - Ceramics - Automobile - Cement - Food Technology - Dairy Technology - Fire Technology	Certificate/ Diploma/ B.Tech./ M.Tech/ PGD/ Ph.D. Following major subject areas/specializations will be covered. However, as per the recommendation of Academic Council, integration of two or more subject areas or new allied areas will be included, as required from time to time. Civil Engineering, Computer Science Engineering, Information Technology, Electrical & Electronics Engineering, Electronics & Communication Engineering, Mechanical Engineering, Mining Engineering, Ceramic Engineering, Cement Technology, Automobile Engineering, Mechatronics, Automation & Robotics, Food Technology, Dairy Technology, Fire Technology M.Tech. - Master of Technology ME - Machine Design, Renewable Energy, Heat Power, Thermal Engineering, Additive Manufacturing, Computer Integrated Manufacturing, Materials & System Engineering, Automation & Robotics, Mechatronics, Production Technology, Manufacturing, Robotics, Advanced Production System, Industrial Engineering & Ergonomics, Industrial Engineering & Management, Industrial Engineering & Design, Advanced Production System, Machine Design,


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			<p>Fluid Machinery, IC Engine, Operation Research</p> <p>CS/IT - Computer Engineering (Software Engineering), Data Science and Analytics, Machine Learning, Artificial Intelligence, Network and Cyber Security, Cloud Computing, Computer Hardware and Networking, Mobile Computing Technology, Multimedia and Software, Multimedia Technology, Neural Networks, Web Technologies, System and Network Security, Information and Communication Technology, Robotics, Cyber Warfare, Information Technology and Engineering, Computer Tech. Application</p> <p>CE - Environment Engineering, Geotechnical Engineering, Transportation Engineering, Structural Engineering, Highway Engineering, Construction Technology & Management</p> <p>EC/EX - Digital Communication, Robotics & Mechatronics, VLSI & Embedded Systems, Electronics Design and Technology, Digital Systems and Computer Electronics, Microelectronics and VLSI, Remote Sensing and G.I.S., Remote Sensing and Wireless Sensor Networks, Sound Engineering, Control System, Power System, Power Electronics</p> <p>Mining - Rock Mechanics, Mining Machinery, Mining Survey</p> <p>Ceramic - Metallurgy, Geology</p> <p>Automobile Engineering - Fuels & Lubricants, Manufacturing Technology, Production Engineering</p> <p>Cement technology - Raw Materials</p> <p>Food Technology - Food Engineering & Processing, Food Chemistry & Biochemistry</p> <p>Dairy Technology - Dairy Chemistry, Dairy Engineering, Dairy Economics, Dairy Cattle Nutrition, Dairy Cattle Physiology</p>
2.	School of	Department of	Following major subject areas/specializations will

	Nursing & Paramedical Sciences	Nursing	<p>be covered. However, as per the recommendation of Academic Council, integration of two or more subject areas or new allied areas will be included, as required from time to time.</p> <p>Certificate - ANM (2 Years) Diploma - GNM (3 Years) B.Sc. - Nursing, Optometry, Dental Care M.Sc. - Nursing, Optometry, Dental Care P.B. Diploma - Neo Natal Nursing, Orthopaedic & Rehabilitation Nursing, Operation Theatre Nursing P.B.B.Sc. Nursing Ph.D.</p>
		Department of Paramedical Sciences	<p>Following major subject areas/specializations will be covered. However, as per the recommendation of Academic Council, integration of two or more subject areas or new allied areas will be included, as required from time to time.</p> <p>Certificate - CMLT, Health Inspector, X-Ray Radiographer Technician, Operation theatre Technician, Anaesthesia Technician, ECG-USG Technician.</p> <p>Diploma - DMLT, Vision Technology, Optometry, Dialysis Technician, ECG-USG Technician, Ortho Technician, Blood Transfusion Technician, Radiotherapy Technician, Cath-Lab Technician, CT/MRI Technician, Ultrasound Technician, Ophthalmic Technology</p> <p>Bachelor - BPT, BMLT, Bachelor in Mental Rehabilitation, Bachelor of Medical Technology, X-Ray, Bachelor of Respiratory Therapy Technology, Bachelor of Nuclear Medicine, Bachelor in Bio-Medical Technique, Bachelor in Allied Health Services</p> <p>Master - MPT/ MMLT</p> <p>Ph.D.</p>
3.	School of Commerce	Department of Commerce	<p>Certificate/ Diploma / Bachelor of Commerce (B.Com.)/ Bachelor of Commerce Honours (B.Com. Hons)/ Bachelor of Commerce - Computers</p>

4.			<p>(B.Com. Comp.)/ Master of Commerce (M.Com.)/ PGD/ Integrated Programs (B.Com.-B.Ed./ B.Com.-LLB) /Ph.D.</p> <p>Following major subject areas/specializations will be covered. However, as per the recommendation of Academic Council, integration of two or more subject areas or new allied areas will be included, as required from time to time.</p> <p>Accounting & Finance, Banking & Finance, Accounting & Taxation, Business Administration, Applied Economics, E-commerce, Financial accounting, Banking & Insurance, Human Resources, Entrepreneurship, Accounting & Auditing, Marketing, Actuarial Science, Organizational Psychology, Statistics, Computer Science, Law, Operations Management</p>
	School of Management	Department of Management	<p>Certificate/ Diploma / Bachelor of Business Administration (BBA)/ Master of Business Administration (MBA)/ PGDM/ Integrated Programs (BBA – B.Ed./ BBA – LLB), Ph.D.</p> <p>Following major subject areas/specializations will be covered. However, as per the recommendation of Academic Council, integration of two or more subject areas or new allied areas will be included, as required from time to time.</p> <p>Entrepreneurship, Family Business, H.R, Finance, Corporate Finance, Marketing, Online Marketing, Event Management, Rural Management, CSR, CRM, Supply Chain, Hospital & Healthcare, Travel & Tourism, Production, Information Technology, Retail, Media, Insurance and Investment, Cyber Security, Foreign Trade, Hospital Administration, Environmental, Digital Media, Aviation, Fashion, Construction, E-Commerce, Brand, Design & Communication, International Business & Finance, Financial Analysis, Disaster Management, Agri Business Management, Sports Management, Small Business, Non-profit and Social Entrepreneurship, Organizational Behaviour, Operations, Marketing Research, Project Management, Technology, Strategy & Innovation, Sales Management</p>
5.	School of Basic	Department of	Certificate, Diploma, Bachelor of Science

	& Applied Sciences	Basic & Applied Sciences	<p>(B.Sc.)/Bachelor of Science Honours (B.Sc. Hons)/ Master of Science (M.Sc.)/ Integrated Programs (B.Sc.-B.Ed./ B.Sc. – LLB / PGD/ Ph.D.</p> <p>Following major subject areas/specializations will be covered. However, as per the recommendation of Academic Council, integration of two or more subject areas or new allied areas will be included, as required from time to time.</p> <p>Physics, Chemistry, Mathematics, Micro Biology, Bio-Technology, Bio Chemistry, Forensic Science, Computer Science, Information Technology, Cyber Security, Zoology, Botany, Statistics, Environmental Science, Geology, Bio Informatics, Data Analytics, Industrial Micro Biology, Food Science, Food technology, Dairy Science, Dairy Technology, Food Processing, Food Packaging, Nutrition, Yogic Sciences, Multimedia, Pharma Chemistry, Drug Discovery</p>
		Department of Computer Application	<p>Certificate/ Diploma In Computer Application (DCA)/ Bachelor In Computer Application (BCA)/ Master in Computer Application (MCA)/ B.Sc. Computer Science/ M.Sc. Computer Science/PGD/ Ph.D.</p> <p>Following major subject areas/specializations will be covered. However, as per the recommendation of Academic Council, integration of two or more subject areas or new allied areas will be included, as required from time to time.</p> <p>Computer Application, Information Technology, Web Technology, Computer Data Analytics, Cyber Security</p>
		Department of Forensic sciences	<p>Certificate/ Diploma/ Bachelor of Science - Combination (B.Sc.)/ Bachelor of Science Honours (B.Sc. Hons)/ Master of Science (M.Sc.)/PGD/ Ph.D.</p> <p>Following major subject areas/specializations will be covered. However, as per the recommendation of Academic Council, integration of two or more subject areas or new</p>

			<p>allied areas will be included, as required from time to time.</p> <p>Forensic Science, Cyber Forensic, Computer Forensics, Forensic Toxicology, Forensic Ballistics, Forensic Biology, Forensic Chemistry, Forensic Psychology, Forensic Entomology, Forensic Serology, Financial Forensic Audit, Chemistry, Physics, Zoology, Botany</p>
6.	School of Arts & Humanities	Department of Arts & Humanities	<p>Certificate/ Diploma/ Bachelor of Arts (BA)/ Bachelor of Arts Honours (BA Hons)/ Master of Arts (MA) / PGD/ Integrated Programs (B.A-B.Ed. / BA-LLB) / Ph.D./D.Litt.</p> <p>Following major subject areas/specializations will be covered. However, as per the recommendation of Academic Council, integration of two or more subject areas or new allied areas will be included, as required from time to time.</p> <p>Hindi, Sanskrit, Jain and Prakrit Studies, Buddhist & Pali Studies, English, Political Science, Philosophy, Psychology, History, Geography, Economics, Applied Economics, Education, Public Health, Rural Development, Public Administration, Government & Politics, Yogic Science, Mass Communication, Journalism, Public Relations, Market Research, Public Policies</p>
		Department of Social Work & Sociology	<p>Certificate/ Diploma/ Bachelor of Social Work (BSW)/ Master of Social Work (MSW) / PGDSW/Ph.D.</p> <p>Following major subject areas/specializations will be covered. However, as per the recommendation of Academic Council, integration of two or more subject areas or new allied areas will be included, as required from time to time.</p> <p>Social work, Public Health, Rural Development, Anthropology, Public Administration, Social Research, Sociology.</p>
		Department of Performing Arts	<p>Diploma/ Certificate/ Bachelor of Performing Arts (B.P.A.) / Master of Performing Arts (M.P.A.)/ B.Music/ M.Music/B.Dance/M.Dance/BA/MA/ Ph.D.</p> <p>Following major subject areas/specializations will</p>

			<p>recommendation of Academic Council, integration of two or more subject areas or new allied areas will be included, as required from time to time.</p> <p>Dance (various dance forms), Music (vocal, instrumental, sugam gayan), Theater, Stage Design, Sound Engineering, Light Design, Folk Music, Tabla, Kathak, Bharat Natyam, Odissi</p>
		Department of Fine Arts	<p>Diploma/ Certificate/ Bachelor of Fine Arts (BFA)/ Master of Fine Arts (MFA)/ BA/MA/ Ph.D.</p> <p>Following major subject areas/specializations will be covered. However, as per the recommendation of Academic Council, integration of two or more subject areas or new allied areas will be included, as required from time to time.</p> <p>Drawing & Painting, Sculpture, Applied Arts, Graphic Design, Visual Arts and Design, Sketching, Art History, Design Communication, Print Making, Visual Arts, Film Making, Computer Graphics, Animation, VFX and Film Making, Photography</p>
		Department of Bhartiya Itihas Evam Sanskriti (Ancient Indian History & Culture)	<p>Diploma/ Certificate/ BA/MA/ Ph.D.</p> <p>Following major subject areas/specializations will be covered. However, as per the recommendation of Academic Council, integration of two or more subject areas or new allied areas will be included, as required from time to time.</p> <p>Ancient Indian History, Ancient Heritage, Ancient Indian Sanskrit & Prakrit Texts, Jainology, Astrology, Astronomy, Linguistics, Jyotishshastra, Bundeli Studies, Tourism, Culture and other Heritage related courses,</p>
7.	School of Agriculture	Department of Agriculture	<p>Certificate/ Diploma/PG Diploma/Bachelor of Science (Hons) in Agriculture/ Master of Science in Agriculture/ Ph.D.</p> <p>Following major subject areas/specializations will be covered. However, as per the recommendation of Academic Council, integration of two or more subject areas or new allied areas will be included, as required from time to time.</p>

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			Agriculture Extension & Communication, Agriculture Economics, Soil Science, Entomology, Crop Science (Agronomy), Food Science, Irrigation Technology, Post-Harvest Technology, Irrigation Technology, Sericulture, Agronomy, Horticulture, Plant Breeding, Genetics, Plant Pathology, Seed Technology, Nursery Technology, Floriculture, Forestry, Agri Business, Medicinal Agriculture
8.	School of Education & Library Science	Department of Education	Certificate/ Diploma in Elementary Education (D.El.Ed.)/ Bachelor of Education (B.Ed.)/ Master of Education (M.Ed.)/ Ph.D.
		Department of Physical Education	Certificate/ Diploma/ Bachelor of Physical Education (B.P.Ed.)/ Master of Physical Education (M.P.Ed.)/ BPES/ MPES/ Ph.D.
		Department of Library Science	Certificate/ Diploma in Library Science (D.Lib. & I.Sc.)/ Bachelor of Library Science (B.Lib. & I.Sc.)/ Master of Library Science (M.Lib. & I.Sc.)/ Ph.D.
9.	School of Naturopathy & Yogic Sciences	Department of Naturopathy & Yogic Sciences	<p>Certificate/ Diploma/ BA/MA/B.Sc./M.Sc./ Bachelor in Naturopathy & Yogic Science/ Master in Naturopathy & Yogic Science/ Ph.D.</p> <p>Following major subject areas/specializations will be covered. However, as per the recommendation of Academic Council, integration of two or more subject areas or new allied areas will be included, as required from time to time.</p> <p>Yoga, Meditation, Nutrition, Naturopathy, Alternate Healing Techniques, Study of Ancient Indian Healing Techniques, Ancient Indian Texts (Vedas, Puranas, Upanishads), Aayush, Holistic Health</p>
10.	School of Design		<p>Diploma/ Certificate/Bachelor of Design (B.Des.)/ Master of Design (M.Des.)/ BA/MA/ PH.D.</p> <p>Following major subject areas/specializations will be covered. However, as per the recommendation of Academic Council, integration of two or more subject areas or new allied areas will be included, as required from time to time.</p> <p>Fashion Design, Interior Design & Space</p>

			Planning, Product Design, Textile Design, Accessory Design, Graphic Design
11.	School of Architecture & Planning		<p>Diploma/ Certificate/Bachelor of Architecture (B.Arch.)/ Master of Architecture (M.Arch.)/ Bachelor of Planning (B.Plan.)/Master of Planning (M.Plan)/ Ph.D.</p> <p>Following major subject areas/specializations will be covered. However, as per the recommendation of Academic Council, integration of two or more subject areas or new allied areas will be included, as required from time to time.</p> <p>Town & Country Planning, Environmental Planning, Habitat studies & Management, Real Estate Management, Housing, Building Energy Performance, Infrastructure Management, Project Management, Landscape Architecture, Structural Design, Sustainable Design, Transportation Planning, Urban & Regional Planning, Rural Planning, Urban Design & Development, Urban Infrastructure, Urban Planning, City and Planning & Management, Regional Planning & Management, Community Planning, Conservation Planning, Environmental Planning & Management, Housing, Industrial Area Planning & Management, Infrastructure Planning & Management, Land-Use Planning, Transport Planning & Management, Vedic Architecture</p>
12.	School of Journalism & Mass Communications	Department of Journalism & Mass Communications	<p>Diploma/ Certificate/Bachelor of Journalism & Mass Communications (BJMC)/ Master of Journalism & Mass Communication (MJMC)/ BA/MA/Ph.D.</p> <p>Following major subject areas/specializations will be covered. However, as per the recommendation of Academic Council, integration of two or more subject areas or new allied areas will be included, as required from time to time.</p> <p>Digital Journalism, Print Journalism, Broadcast Journalism, Advertising, Online Marketing, Public Relations, Radio, Marketing Research, Film, Television, Event Planning</p>

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13.	School of Vocational Studies	Department of vocational Studies	<p>Diploma/ Certificate/B.Voc./M.Voc./Ph.D.</p> <p>Following major subject areas/specializations will be covered. However, as per the recommendation of Academic Council, integration of two or more subject areas or new allied areas will be included, as required from time to time.</p> <p>Agriculture, Multimedia, Animation, Software Development, Automobiles, Medical Laboratory Technology, Food Processing, Financial Management, Aircraft Maintenance, Journalism & Communication, Fashion Design, Interior Design, Vedic Architecture, Retail & Logistics Management, Travel & Tourism, Education, Healthcare, Smart Power System, Fire Safety, Embedded System & IOT, Carpentry, Hotel Management, Marketing, Financial Planning & Management, Textile Design, Dairy Technology, Renewable Energy</p>
14.	School of Pharmacy	Department of Pharmacy	<p>Certificate/ Diploma in Pharmacy (D.Pharma)/ D.Pharma (Ayurveda)/ D.Pharma (Homeopathy)/ Bachelor of Pharmacy (B.Pharma)/ /Master of Pharmacy (M.Pharma)/ Ph.D.</p> <p>Following major subject areas/specializations will be covered. However, as per the recommendation of Academic Council, integration of two or more subject areas or new allied areas will be included, as required from time to time.</p> <p>Pharmaceutics, Pharmacology, Pharmaceutical Chemistry, Pharmacognosy, Biotechnology, Quality Assurance, Quality Control, Pharma Technology, Pharma Practice, Clinical Pharmacy, DRA, Pharma Management, Herbal Drug Technology</p>
15.	School of Law	Department of Law	<p>LLB /Integrated LLB / LLM /PGD/ Ph.D./LLD</p> <p>Following major subject areas/specializations will be covered. However, as per the recommendation of Academic Council, integration of two or more subject areas or new allied areas will be included, as required from time to time.</p>

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			Labour Laws, Intellectual Property Rights, Human Rights, Business Law, Environmental Law, Cyber Law
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***Specialization as per decision of Academic Council and appropriate relevant statutory body**

- Some of the Departments may not offer all the courses. Further, new Departments/Institutes and relevant courses developed and may be established after the approval of the Academic Council, and other relevant bodies of the University and approval of the Statutory bodies/Governing bodies and Regulatory Commission where ever and whatever applicable.
- The Scheme/Syllabus/Curriculum of the course/program, minimum teaching hours, examination, evaluation schemes, passing marks and award of divisions etc. shall be decided by the various competitive bodies of the University.

List of Proposed Vocational Certificate & Diploma Courses

(Diploma will be of up to 12 months and certificate will be of 01 - 06 months depending upon requirement of/prescribed norms of the certificate, or as decided by the respective Faculty/School.)

Sr. No.	Name of Diploma/Certificate	Eligibility
1	Diploma in Architectural Assistantship Engineering	10 th pass
2	Diploma in Automobile Engineering	10 th pass
3	Diploma in Chemical Engineering	10 th pass
4	Diploma in Civil Engineering	10 th pass
5	Diploma in Computer Science & Engineering	10 th pass
6	Diploma in Electrical Engineering	10 th pass
7	Diploma in Electricals & Electronics Engineering	10 th pass
8	Diploma in Information Technology Engineering	10 th pass
9	Diploma in Instrumental Technology Engineering	10 th pass
10	Diploma in Mechanical Engineering	10 th pass
11	Diploma in Metallurgical Engineering	10 th pass
12	Diploma in Mining Engineering	10 th pass
13	Diploma in Nano- Technology Engineering	10 th pass
14	Diploma in 'C' Programming	10 th pass
15	Diploma in Computer Application	10 th pass
16	Diploma in 'C++' Programming	10 th pass
17	Diploma in Client Server Technology (CCST)	10 th pass
18	Diploma in Computer Networking (CCN)	10 th pass
19	Diploma in Computer Hardware & Networking	12 th pass (Any Stream)
20	Diploma in Computer Programming	10 th pass
21	Diploma in Java Programming (CJP)	12 th pass (Any Stream)
22	Diploma in Ms. Office (CMO)	10 th pass
	Diploma in Multipurpose Computer Technician	10 th pass

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24	Diploma in House Keeping	10 th pass
25	Diploma in Accounting with Tally	12 th pass
26	Diploma in Stenography	10 th pass
27	Diploma in Cyber Security	10 th pass
28	Diploma in Computer Operator and Programming Assistant (COPA)	10 th pass
29	Diploma in Desk Top Publishing (DTP)	10 th pass
30	Diploma in Computerized Design Development in Textile Printing	10 th pass
31	Diploma in Financial Accounting (DFA)	12 th pass (Commerce)
32	Diploma in Hospitality Management	10 th pass
33	Diploma in Retail Management	12 th pass (Any Stream)
34	Diploma in Security Guards Management	10 th pass (Any Stream)
35	Diploma in Front Office	10 th pass
36	Diploma in Tourist Guide	10 th pass
37	Diploma in Spiritual Tourism	10 th pass
38	Diploma in Communicative & Competitive Skills	12 th pass (Any Stream)
39	Diploma in Spoken English	10 th pass
40	Diploma in Auto CAD	10 th pass
41	Diploma in Surveying	10 th pass
42	Diploma in Electrical Technician (CET)	10 th pass
43	Diploma in Electronic Equipment Maintenance	10 th pass
44	Diploma in Radio and TV Technician (CRTT)	10 th pass
45	Diploma in Refrigeration and Air-conditioning	10 th pass
46	Diploma in Multipurpose Electronic Technician	10 th pass
47	Diploma in Agriculture Extension Services	10 th pass
48	Diploma in Horticulture	10 th pass
49	Diploma in Nursery Development & Management & Environmental Protection	10 th pass
50	Diploma in Education (10+2),	12 th pass
51	PG Diploma in Fitness Management	B. P. Ed. or equivalent
52	PG Diploma in Sports Management	B. P. Ed. or equivalent
53	Diploma in Yoga Education	10 th pass
54	Diploma in Nursery (Primary) Teaching and Training (NTT)	10 th pass
55	Diploma in Multipurpose Health Worker	10 th pass
56	Health Inspector	12 th pass (Any Stream)
57	Diploma in ECG Technician	12 th pass (Any Stream)
58	Post Basic Diploma in Orthopedic and Rehabilitation Nursing	GNM or equivalent
59	Post Basic Diploma in Neonatal Nursing	GNM or equivalent
60	Post Basic Diploma in Operation Room Nursing	GNM or equivalent
61	Diploma in Animation & Multimedia	10 th pass
62	Diploma in Diesel Mechanics	10 th pass
63	Diploma in Business English	10 th pass
64	Diploma in Interior Design	10 th pass
65	Diploma in Architectural Assistantship	10 th pass
66	Diploma in Journalism and Mass Communication	10 th pass

67	Diploma in Acting and Anchoring	10 th pass
68	Diploma in Photography	10 th pass
69	Diploma in Yoga	10 th pass
70	Diploma in Fitness & Nutrition	10 th pass
71	Diploma in Fire Safety and Hazard Management	10 th pass
72	Diploma in Fire and Safety Engineering	10 th pass
73	Diploma in Industrial Safety	12 th (Sci)/2 Year ITI or Equivalent
74	Diploma in Fire Sub Officer	12 th pass
75	Diploma in Safety Management	10 th pass
76	PG Diploma in Fire Safety and Hazards Management	Any Graduation
77	PG Diploma in Industrial Safety	B.Sc./Diploma/B.E./B. Tech
78	PG Diploma Health Safety and Environment	B.Sc./Diploma/B.E./B. Tech
79	Diploma in Website Development	12 th pass
80	Diploma in Various Languages	12 th pass
81	Diploma in Financial Accounting	12 th Pass
82	Diploma in Naturopathy	12 th Pass
83	Diploma in Banking	12 th Pass
84	Diploma in Physical Education	12 th Pass
85	Diploma in Retail Management	12 th Pass
86	Diploma in Sound Management	12 th Pass
87	Diploma in Graphic Design	10th pass
88	Diploma in Fashion Design	10th pass
89	Diploma in Interior Design	10th pass
90	Diploma in Vastu Gyan	10th pass
91	Diploma in Healthcare Management	10th pass
92	Diploma in Carpentry	10th pass
93	Diploma in Marketing	10th pass
94	Diploma in Praveshika (pratham) in Kathak, Bharatnatyam, Odissi	10th pass
95	Diploma in Praveshika (pratham) in Vocal music, Swarvadya	10th pass
96	Diploma in Praveshika (antim) in Kathak, Bharatnatyam, Odissi	10th pass
97	Diploma in Praveshika (antim) in Vocal music, Swarvadya	10th pass
98	Diploma in Madhyama (pratham) in Kathak, Bharatnatyam, Odissi	10th pass
99	Diploma in Madhyama (pratham) in Vocal music, Swarvadya	10th pass
100	Diploma in Madhyama (antim) in Kathak, Bharatnatyam, Odissi	10th pass
101	Diploma in Madhyama (antim) in Vocal music, Swarvadya	10th pass
102	Diploma in Vid/prabhakar/visharad (pratham) in Kathak, Bharatnatyam, Odissi	10th pass
103	Diploma in Vid or prabhakar or visharad (pratham) in Vocal music, Swarvadya	10th pass
104	Diploma in Vid or prabhakar or visharad (antim) in Vocal music, Swarvadya	10th pass
105	Diploma in Vid/prabhakar/visharad (antim) in Kathak, Bharatnatyam, Odissi	10th pass

106	Diploma in Sangitika (junior) in Kathak, Bharatnatyam, Odissi	10th pass
107	Diploma in Sangitika (junior) in Vocal music, Swarvadya	10th pass
108	Diploma in Sangitika (senior) in Kathak, Bharatnatyam, Odissi	10th pass
109	Diploma in Sangitika (senior) in Vocal music, Swarvadya	10th pass
110	Diploma in Customer Relationship Managemnt (CRM)	10th pass
2 - Year Diploma Programs		
1	Diploma in DMLT	12th (PCB)
2	Diploma in Gamam Ray & Radiotherapy	12th (PCB)
3	Diploma in ANM (Auxiliary Nurse and Midwife)	12th (PCB)
4	Diploma in KoVid or Kalaratna in Kathak, Bharatnatyam, Odissi	12th pass
5	Diploma in KoVid or Kalaratna in Vocal music, Swarvadya	12th pass
3 - Year Diploma Programs		
1	GNM (General Nurse and Midwife)	12th (PCB)
6 Months Certificate Programs		
1.	Certificate in Diesel Engine Repairing	8 th pass
2.	Certificate in HI-Tech Welding Technology	8 th pass
3.	Certificate in Inverter & UPS Repairing	8 th pass
4.	Certificate in Mobile and Telephone Instruments and Repairing	8 th pass
5.	Certificate in Motor & Transformer Winding	8 th pass
6.	Certificate in Plumber General	8 th pass
7.	Certificate in Digital Marketing	10 th pass
8.	Certificate in Construction – Batching & Plant Operator, Transit Mixer Operator, Excavator Operator, Pavement Layer, Hot Mix Plant Operator, Crusher Operator	8 th pass
9.	Certificate in Various Vocational Courses (3 – 6 months)	8 th pass
10.	Certificate in Ayurvedic Food & Nutrition	8 th pass
11.	Certificate in Ayurvedic Herb Cultivation	8 th pass
12.	Certificate in Masseur	8 th pass
13.	Certificate in Automotive Assembly	8 th pass
14.	Certificate in e-Governance & Cyber Security	8 th pass
15.	Certificate course in Food & Nutrition	8 th pass
16.	Certificate in Beauty Care	8 th pass
17.	Certificate in Naturopathy	8 th pass
18.	Certificate in Mass Communication	8 th pass
19.	Certificate in Organic Farming	8 th pass
20.	Certificate in Soft Skills and Office Management	8 th pass
21.	Certificate in Vegetable Production	8 th pass
22.	Certificate in Web development	8 th pass
23.	Certificate in Yogic Science	8 th pass
24.	Certificate in Special Education	8 th pass
25.	Certificate in Music	3 rd Pass
26.	Certificate in Dance	3 rd Pass

The courses listed above are not comprehensive, and the University reserves the right to add, delete and alter courses as required, with the approval of the Vice Chancellor.

**EKLAVYA UNIVERSITY
ORDINANCE NO. 13
BACHELOR OF TECHNOLOGY (B.TECH.)
4-YEAR DEGREE PROGRAM**

1. NAME OF PROGRAM & APPLICABILITY

- a. 4-Year **Bachelor in Technology (B.Tech.) Degree in Engineering** shall be quoted simply 'Program' hereafter in this ordinance, as per norms of the concerned Regulatory Authority. The Board of Studies is authorized to recommend further additions/ alterations in this Ordinance with the approval of MPPURC and Government of M.P and in accordance with AICTE.
- b. Name of Faculty/ Board of Studies shall be **School of Engineering** and the Department shall be the respective branch of Engineering.
- c. The Degree will include areas of study/subjects/specializations as recommended by the Academic Council and concerned Board of Studies of the University.

2. ELIGIBILITY FOR ADMISSION

- a. The minimum qualification is 10+2 examination, from a recognized board, with Physics and Mathematics as compulsory subjects along with one of the following – Chemistry/ Biotechnology / Biology / Computer Science /Electronics with minimum 45% marks (40% in case of reserved category and Domicile of Madhya Pradesh) in the above subjects taken together. Further in special cases, 5% may be relaxed by Vice Chancellor, if he is so satisfied with the genuineness of the case.

OR

b. Lateral Entry

- Passed Diploma examination from an AICTE approved institution in appropriate branch of Engineering / Technology.

OR

- Passed B. Sc. Degree from a recognized University as defined by UGC, and passed XII standard with mathematics as a subject.

- c. **Provided** that in case of students belonging to B. Sc. Stream, shall clear the subjects of Engineering Graphics / Engineering drawing and Engineering mechanics of the first-year engineering program along with the second-year subjects.
- d. **Provided** further that, the students belonging to B.Sc. Stream shall be considered only after filling the supernumerary seats in this category with students belonging to the Diploma stream.
- e. **Provided** further that students, who have passed Diploma in Engineering & Technology from an AICTE approved institution or B.Sc. Degree from a recognized University as defined by UGC, shall also be eligible for admission to the first year Engineering Degree courses subject to vacancies in the first year class in case the vacancies at lateral entry are exhausted. However, the admissions shall be based strictly on the eligibility criteria as mentioned in a, b, c.

- f. Admission to candidates and fees for all reserved categories (SC / ST /OBC / BPL / Handicapped / FF etc.) will be as per the prevailing Government norms.
- g. Notwithstanding anything contained in the above-mentioned rules, the eligibility criteria will be as decided by the Governing Body and the Academic Council from time to time, in accordance with the respective regulatory body viz AICTE.
- h. Admissions shall be according to the criteria made by the Admission Committee.

3. CRITERIA FOR SELECTION

Admissions shall take place on the criteria approved by the Admission Committee and Vice Chancellor and as per Ordinance No.01.

4. NUMBER OF SEATS

Number of seats will be decided from time to time by the University Academic Council or as per guidelines of the concerned Regulatory Authority and other statutory bodies as and where applicable.

5. COMMENCEMENT & DURATION

- a. Scheduled period for the completion of the B.Tech. Program is **4 years**.
- b. Maximum duration of Program completion is **7 years**.
- c. Each Academic year shall comprise of 2 semesters each.
- d. B.Tech. odd semesters (I, III, V and VII) shall commence during the period of July- December every year while B.Tech. even semesters (II, IV, VI and VIII) shall commence during the period of January - June every year.
- e. Each semester shall be spread over not less than 90 teaching days.
- f. Ten day vacation as semester break shall be granted to the students between two semesters.

6. FEE STRUCTURE

- a. All the fees categories including Program fee and the examination fee shall be determined by the University from time to time and shall be payable by the students at the beginning of each semester.
- b. Registrar shall notify the quantum of fees payable and the schedule of registration before the start of each semester.
- c. Fees, once paid, and if student has started attending the classes, will not be refundable in any case except for the caution money. In some cases of genuine hardship, the Vice-Chancellor may permit an extension in the last date of payment of fees however; all the students shall be required to pay the prescribed fee before the start of examination. In case any student has been allowed to appear in the examination, the result of such student shall be withheld till all his dues are cleared.
- d. The fees shall be applicable as per approval of Board of Management from time to time with the approval of MPPURC.

7. MEDIUM OF INSTRUCTION

Medium of instruction and examinations would be English/Hindi as per the choice filled by the student, in accordance to the guidelines prescribed by regulatory authority.

B. ATTENDANCE

Regular students, to be eligible to appear in the University examination, are required to attend a minimum of 75% theory classes and 75% practical classes, in each semester.

9. EXAMINATIONS

- a. **Internal Assessment** shall be based on class work/assignments/attendance in case of both Theory and Practical subjects.
- a. **Mid Semester Examination:** Two mid semester examinations for both theory and practical shall be conducted in each Semester and marks of the best of two will be considered for the final result of that semester.
- b. **University Examination:** shall be conducted as per Ordinance No. 03 & 04. Details of subjects and credits shall be prescribed as per the scheme duly approved by the Academic Council.

10. ASSESSMENT SYSTEM

The University can decide on the grade or percentage of marks required to pass in a course and also the CGPA required to qualify for a degree as per regulatory authority guidelines, taking into consideration the recommendations of the concerned statutory professional council.

11. PROMOTION CRITERIA

A candidate who has been admitted in the Engineering Course will be promoted to the higher class in accordance with the following rules:

- a. A candidate, who is appearing in examination of A-B Group of a particular year will be automatically be promoted to even semester of that year, irrespective of failing in any number of subjects of previous semester.
- b. A candidate, , who is appearing in examination of B-A Group will be automatically be promoted to next applicable odd semester irrespective of failing in any number of subjects of previous semester.

NOTE: The candidate who seeks admission in odd semester of an academic year is said to be in A-B group while a candidate who seeks admission in even semester of an academic year is said to be in B-A group. i.e. a Candidate of A-B Group will take admission generally in July; whereas, candidate of B-A Group will take admission generally in January in the relevant academic year.

- a. For award of degree minimum Cumulative Grade Point Average (CGPA) required is 5.0.
- b. To pass a particular subject of the course the minimum required grade is "D". However, the candidate should also separately score minimum of grade D in end semester examinations of theory and practical parts of the subject.
- c. A candidate who fails to score minimum of grade D in more than five subjects (Theory and Practical of the same subject shall be treated as two subjects) in a particular year, shall not be admitted to the next higher year.
- d. Further, a candidate shall not be admitted in the fifth or higher semester unless he/she has fully passed the first-year examination with minimum of CGPA of 5.0. Likewise, a candidate shall not be admitted in seventh or higher semester unless he/she has fully passed second year examinations with minimum CGPA of 5.0.

12. DEGREE/GRADE SHEET

- a. Student shall be declared eligible for the award of the 4 year Degree, if he/she fulfills all requirements set by Regulatory Authority.
- b. Student shall be eligible for Degree subject to passing the Program and all courses within the stipulated time period.

13. GENERAL INSTRUCTIONS

- a. Board of Management of the University shall be the competent authority to make decisions on the matters which are not covered in this ordinance.
- b. The subject to be studied in different semesters includes lab work, practical, in-plant training, projects, etc. shall be as per the University schemes, approved by Board of Studies and the Board of Management of the University in accordance with the AICTE norms.
- c. Notwithstanding anything stated in this Ordinance for any unforeseen issues arising and not covered by this Ordinance or in the event of differences of interpretation, the Vice-Chancellor may take a decision after obtaining, if necessary, the opinion/advice of a Committee, consisting of the Principal/Dean of the concerned department. The decision of the Vice-Chancellor shall be final.
- d. The Reservation for SC/ST/Other category candidates shall be applicable as per the norms of the State Government of Madhya Pradesh and/or the Government of India.

EKLAVYA UNIVERSITY, DAMOH
ORDINANCE NO. 14
MASTER OF TECHNOLOGY (M.TECH.)
2-YEAR DEGREE PROGRAM

1. NAME OF PROGRAM & APPLICABILITY

- a. 2-Year **Master in Technology (M.Tech.) Degree in Engineering** shall be quoted simply 'Program' hereafter in this ordinance, as per norms of the concerned Regulatory Authority. The Board of Studies is authorized to recommend further additions/ alterations in this Ordinance with the approval of MPPURC and Government of M.P and in accordance with AICTE.
- b. Name of Faculty/ Board of Studies shall be **School of Engineering** and the Department shall be the respective branch of engineering.
- c. The Degree will include areas of study/subjects/specializations as recommended by the Academic Council and concerned Board of Studies of the University.

2. ELIGIBILITY FOR ADMISSION

- a. Candidates possessing the following qualifications shall be eligible for admission:
 - Passed regular fulltime B.E/B.Tech./M.Sc. with relevant subjects (also securing minimum percentage as per the norms of concerned regulatory authority).

OR

- Candidates possessing associate membership of professional bodies (Associate Members of Institution of Engineers, i.e. AMIE and Institution of Mechanical Engineers, i.e. IME) in the discipline of the concerned degree.

OR

- Candidates possessing MCA degree with minimum passing standard may be considered for a M.Tech. degree (in CS/IT ONLY) with due permission of the Vice Chancellor after the approval of the BOS.
- b. Full time sponsored and all part- time candidates, after passing the qualifying examination, must have at least two years of experience in the relevant field from recognized organizations.
 - a. Notwithstanding anything contained in the above-mentioned rules, the eligibility criteria will be as decided by the Governing Body and the Academic Council from time to time, in accordance with the respective regulatory authority/council.
 - c. Admissions shall be according to the criteria made by the Admission Committee.

3. CRITERIA FOR SELECTION

- a. Admissions shall take place on the criteria approved by the Committee and Vice Chancellor. (As per Ordinance No.01)
- b. Candidate who has already appeared in last i.e. (VIII) semester examination of Bachelor of Engineering (BE)/Bachelor of Technology (B.Tech.) may be considered for admission, if he/she has successfully passed, I to VII Semester examinations of BE/B.Tech. Such candidate shall be admitted provisionally and shall be required to submit certificate and mark-sheet as proof of passing qualifying examination within three months of commencement of the course.

Otherwise his/her admission will be cancelled. Such candidate cannot claim refund of fees.

4. NUMBER OF SEATS

Number of seats will be decided from time to time by the University Academic Council or as per guidelines of the concerned Regulatory Authority and other statutory bodies as and where applicable.

5. COMMENCEMENT & DURATION

- a. Scheduled period for the completion of the M.Tech. Program is **2 years**.
- b. Maximum duration of Program completion is **4 years**.
- c. Each Academic year shall comprise of 2 semesters each.
- d. M.Tech. odd semesters (I, III) shall commence during the period of July-December every year while M.Tech. even semesters (II, IV) shall commence during the period of January - June every year.
- e. Each semester shall be spread over not less than 90 teaching days.
- f. Ten day vacation as semester break shall be granted to the students between two semesters.
- g. Non – appearance at an examination on the grounds of sickness or otherwise, will be treated as one attempt.

6. FEE STRUCTURE

- a. All the fees categories including Program fee and the examination fee shall be determined by the University from time to time and shall be payable by the students at the beginning of each semester.
- b. Registrar shall notify the quantum of fees payable and the schedule of registration before the start of each semester.
- c. Fees, once paid, and if student has started attending the classes, **will** not be refundable in any **case** except for the caution money. In some cases of genuine hardship, the Vice-Chancellor may permit an extension in the last date of payment of fees however, all the students shall be required to pay the prescribed fee before the start of examination. In case any student has been allowed to appear in the examination, the result of such student shall be withheld till all his dues are cleared.
- d. The fees shall be applicable as per approval of Board of Management from time to time with the approval of MPPURC.

7. MEDIUM OF INSTRUCTION

Medium of instruction and examinations would be English/Hindi as per the choice filled by the student, in accordance to the guidelines prescribed by regulatory authority.

8. ATTENDANCE

- a. Regular students, to be eligible to appear in the University examination, are required to attend a minimum of 75% theory classes and 75% practical classes, in each semester.
- b. During dissertation phases, the candidate must carry out a sufficient amount of dissertation work to the satisfaction of the committee approved by the Director, which shall evaluate the dissertation work as per the standard norms.

9. EXAMINATION

- a. **Internal Assessment** shall be based on class work/assignments/attendance in case of both Theory and Practical subjects.

- b. **Mid Semester Examination:** Two mid semester examinations for each theory paper shall be conducted in each Semester and marks of the best of two will be considered for the final result of that semester.
- c. **University Examination:** shall be conducted as per Ordinance No.03 & 04. Details of subjects and credits shall be prescribed as per the scheme duly approved by the Academic Council.

10. ASSESSMENT SYSTEM

The University can decide on the grade or percentage of marks required to pass in a course and also the CGPA required to qualify for a degree as per AICTE norms. The dissertation report shall be free from plagiarism (maximum allowed 20%) and a certificate is to be issued by competent authority to this effect before final submission of dissertation work.

11. PROMOTION CRITERIA

- a. A student admitted to Master of Technology course shall be promoted and / or allowed to keep term (ATKT) as per following criteria:
 - i. Student shall be allowed to keep term for Semester II if he/she appears and fails or does not appear in Semester I examination (subject to the condition that student has filled the examination form).
 - ii. Student shall be allowed to keep term(s) for Semester III examination even if he/she fails in a total of not more than two subjects of Semester I and II examinations taken together.
 - iii. Dissertation Report, to be submitted in Semester IV, shall be evaluated by the external examiner only after the student passes all subjects of Semester I, II and III.

12. DEGREE/GRADE SHEET

- a. Student shall be declared eligible for the award of the two years Degree, if he/she fulfills all requirements set by Regulatory Authority.
- b. Student shall be eligible for award of Degree subject to passing the Program and all courses within the stipulated time period.

13. GENERAL INSTRUCTIONS

- a. Board of Management of the University shall be the competent authority to make decisions on the matters which are not covered in this ordinance.
- b. The subject to be studied in different semesters include lab work, practical, in-plant training, projects, etc. shall be as per the University schemes, approved by Board of Studies and the board of Management of the University in accordance with the AICTE norms.
- c. Notwithstanding anything stated in this Ordinance for any unforeseen issues arising and not covered by this Ordinance or in the event of differences of interpretation, the Vice-Chancellor may take a decision after obtaining, if necessary, the opinion/advice of a Committee, consisting of the Principal/Dean of concerned Department. The decision of the Vice-Chancellor shall be final.
- d. The Reservation for SC/ST/Other category candidates shall be applicable as per the norms of the State Government of Madhya Pradesh and/or the Government of India.

EKLAVYA UNIVERSITY, DAMOH
ORDINANCE NO. 15
3-YEAR DIPLOMA IN ENGINEERING

1. NAME OF PROGRAM & APPLICABILITY

- a. 3-Year **Diploma in Engineering** shall be quoted simply 'Program' hereafter in this ordinance, as per norms of the concerned Regulatory Authority. The Board of Studies is authorized to recommend further additions/ alterations in this Ordinance with the approval of MPPURC and Government of M.P. and in accordance with AICTE.
- b. Name of Faculty/ Board of Studies shall be **School of Engineering** and the Department shall be the respective branch of engineering.
- c. The diploma will include areas of study/subjects/specializations as recommended by the Academic Council and concerned Board of Studies of the University.

2. ELIGIBILITY FOR ADMISSION

- a. The minimum qualification for the admission in Diploma program shall be 10th pass under (10+2) scheme with science (Physics, Chemistry and Mathematics) from any recognized Board.
- b. **Lateral entry**- Minimum qualification to the third semester is 10th pass, along with 2-year ITI in respective trade, or 12th under (10+2) scheme with Science and Mathematics from any recognized Board.
- c. Notwithstanding anything contained in the above-mentioned rules, the eligibility criteria will be as decided by the Governing Body and the Academic Council from time to time, in accordance with the respective regulatory body - AICTE.
- d. Admissions shall be governed according to the criteria made by the Admission Committee.

3. CRITERIA FOR SELECTION

Admissions shall take place on the criteria approved by the Admission Committee and Vice Chancellor. (As per Ordinance No.01)

4. NUMBER OF SEATS

Will be decided from time to time by the University Academic Council or as per guidelines of the concerned Regulatory Authority and other statutory bodies as and where applicable.

5. COMMENCEMENT & DURATION

- a. Scheduled period for the completion of Diploma in Engineering Program is **3 years**.
- b. The candidate is required to complete the course within **6 years** for students enrolled in the 3 Year Diploma, and **5 years** for students admitted via Lateral Entry (2 year Diploma), from the date of admission in the Diploma Course, otherwise the candidate will be declared as Not Fit for Technical Education (NFTE).
- c. Each Academic year shall comprise of 2 semesters each.
- d. Diploma odd semesters (I, III, V) shall commence during the period of July-December every year while Diploma even semesters (II, IV, VI) shall commence during the period of January - June every year, barring unforeseen and exceptional circumstances.
- e. Each semester shall be spread over not less than 90 teaching days.

- f. Ten-day vacation as semester break shall be granted between two semesters.

6. Fee Structure

- a. All the fees categories including Program fee and the examination fee shall be determined by the University from time to time and shall be payable by the students at the beginning of each semester.
- b. Registrar shall notify the quantum of fees payable and the schedule of registration before the start of each semester.
- c. Fees, once paid, and if student has started attending the classes, will not be refundable in any case except for the caution money. In some cases of genuine hardship, the Vice-Chancellor may permit an extension in the last date of payment of fees. However, all the students shall be required to pay the prescribed fee before the start of examination. In case any student has been allowed to appear in the examination, the result of such student shall be withheld till all his dues are cleared.
- d. The fees shall be applicable as per approval of Board of Management from time to time with the approval of MPPURC.

7. MEDIUM OF INSTRUCTION

Medium of instruction and examinations would be English/Hindi as per the choice filled by the student, in accordance to the guidelines prescribed by regulatory authority.

8. ATTENDANCE

Regular students, to be eligible to appear in the University examination, are required to attend a minimum of 75% theory classes and 75% practical classes, in each semester.

9. EXAMINATIONS

- a. **Internal Assessment:** shall be based on class work/assignments/attendance in case of both Theory and Practical subjects.
- b. **Mid Semester Examination:** Two mid semester examinations for both theory & practical paper shall be conducted in each Semester and marks of the best of two will be considered for the final result of that semester. Students will be required to pay a mid-semester examination fee as prescribed.
- c. **University Examination:** shall be conducted as per Ordinance No. 03 & 04. Details of subjects and credits shall be prescribed as per the scheme duly approved by the Academic Council.

10. ASSESSMENT SYSTEM

The University can decide on the grade or percentage of marks required to pass in a course and also the CGPA required to qualify for a degree as per regulatory authority guidelines, taking into consideration, the recommendations of the concerned statutory professional council.

11. PROMOTION CRITERIA

A student admitted to Diploma course shall be promoted and/or allowed to keep term (ATKT) as per the following criteria:

- a. Student, registered for examination for I Semester, shall be allowed to keep term for II Semester examination if he/she appears and fails or does not appear even in all subjects of I Semester.

- b. Student, registered for examination for II semester, shall be allowed to keep term(s) for III Semester examinations even if he/she fails in a total of not more than five subjects of I & II Semesters taken together.
- c. Student, registered for examination for III semester, shall be allowed to keep term(s) for IV Semester examination, even If he/she fails in a total of not more than five subjects of I & II Semesters, taken together, as well as fails/remains absent in all subjects In III Semester examination.
- d. Student, registered for examination for IV semester, shall be allowed to keep term(s) for V Semester examination if he/she passes In I & II Semesters but fails in a total of not more than five subjects of III and IV Semesters, taken together.
- e. Student registered for examination for V Semester, shall be allowed to keep term(s) for VI Semester examination, if he/she passes in examinations of I & II Semesters, but fails in a total of not more than five subjects of III & IV Semesters, taken together, as well as fails/remains absent in all subjects of V Semester.

12. DEGREE/GRADE SHEET

- a. Student shall be declared eligible for the award of the three-year Diploma, if he/she fulfills all requirements set by Regulatory Authority.
- b. Student shall be eligible for award of Diploma subject to passing the Program and all courses within the stipulated time period.

13. GENERAL INSTRUCTIONS

- a. Board of Management of the University shall be the competent authority to make decisions on the matters which are not covered in this ordinance.
- b. The subject to be studied in different semesters include lab work, practical's, in-plant training, projects, etc. shall be as per the University schemes, approved by the concerned Board of Studies and the board of Management of the University in accordance with the AICTE norms.
- c. Notwithstanding anything stated in this Ordinance for any unforeseen issues arising and not covered by this Ordinance or in the event of differences of interpretation, the Vice-Chancellor may take a decision after obtaining, if necessary, the opinion/advice of a Committee, consisting of the Principal/Dean and HOD of the Departments the decision of the Vice-Chancellor shall be final.
- d. The Reservation for SC/ST/Other category candidates shall be applicable as per the norms of the State Government of Madhya Pradesh and/or the Government of India.

EKLAVYA UNIVERSITY
ORDINANCE NO. 16
BACHELOR OF COMMERCE (B.COM.)
3-YEAR DEGREE PROGRAM

1. NAME OF PROGRAM & APPLICABILITY

- a. 3-Year **Bachelor of Commerce (B.Com.) Degree Program** shall be quoted simply 'Program' hereafter in this ordinance, subject to the recommendation of the respective Board of Studies and as per norms of the concerned Regulatory Authority. The Board of Studies is authorized to recommend further additions/alterations in this Ordinance with the approval of MPPURC and Government of M.P.
- b. Name of the Faculty/ Board of Studies is **School of Commerce** and the Department shall be **Department of Commerce**.
- c. The Degree will include areas of study/subjects/specializations as recommended by the Academic Council and concerned Board of Studies of the University.

2. ELIGIBILITY OF ADMISSION

- a. Minimum qualification for admission in Bachelor of Commerce (B.Com.) Degree Program shall 10+2 pass from a recognized board with minimum pass marks as prescribed by regulatory authority/council.
- b. Notwithstanding anything contained in the above-mentioned rules, the eligibility criteria will be as decided by the Governing Body and the Academic Council from time to time, in accordance with the concerned regulatory body.
- c. Admissions shall be according to the criteria made by the Admission Committee and the concerned Regulatory Authority.

3. CRITERIA FOR SELECTION

Admissions shall take place on the criteria approved by the Admission Committee and Vice Chancellor (as per Ordinance No.01).

4. NUMBER OF SEATS

Will be decided from time to time by the University Academic Council or as per guidelines of the concerned Regulatory Authority and other statutory bodies as and where applicable.

5. COMMENCEMENT & DURATION

- a. Scheduled period for the completion of B.Com Program is **3 years**, based on either semester or Annual exam system
- b. Maximum duration of Program completion is **6 years**.
- c. Semester system will comprise of 2 semesters with each semester consisting minimum 90 teaching days and annual system will consist of minimum 180 teaching days
- d. The Programs shall generally commence in July/August every year. Other than under Exceptional circumstances.
- e. 10 day vacation will be given as semester break in semester system and 5 days after half yearly and 15 day after annual exam shall be granted to the students.

6. FEE STRUCTURE

- a. All the fees categories including Program fee and the examination fee shall be determined by the University from time to time and shall be payable by the students at the beginning of each semester.
- b. Registrar shall notify the quantum of fees payable and the schedule of registration before the start of each semester.
- c. Fees, once paid, and if student has started attending the classes, will not refundable in any case except for the caution money. In some cases of genuine hardship, the Vice-Chancellor may permit an extension in the last date of payment of fees, however all the students shall be required to pay the prescribed fee before the start of examination. In case any student has been allowed to appear in the examination, the result of such student shall be withheld till all his dues are cleared.
- d. The fees shall be applicable as per approval of Board of Management from time to time with the approval of MPPURC.

7. MEDIUM OF INSTRUCTION

Medium of instruction and examinations would be English/Hindi as per the choice filled by the student, in accordance to the guidelines prescribed by regulatory authority.

8. ATTENDANCE

Regular students, to be eligible to appear in the University examination, are required to attend a minimum of 75% classes in each semester.

9. EXAMINATIONS

- a. **Internal Assessment** shall be based on class work/assignments/attendance.
- b. **Mid Sem or half yearly Examination:** Two mid semester examinations shall be conducted in each Semester and marks of the best of two will be considered for the final result of that semester or half yearly exam in case of Yearly exam would be conducted.
- c. **University Examination:** shall be conducted as per Ordinance No. 03 & 04. Details of subjects and credits shall be prescribed as per the scheme duly approved by the Academic Council and concerned Board of Studies.

10. ASSESSMENT SYSTEM

The University can decide on the grade or percentage of marks required to pass in a course and also the CGPA required to qualify for a degree as per the regulatory authority guidelines, taking into consideration, the recommendations of the concerned statutory professional council.

11. DEGREE/GRADE SHEET

- a. Student shall be declared eligible for the award of the 3-year Degree, if he/she fulfills all requirements set by Regulatory Authority.
- b. Student shall be eligible for award of Degree subject to passing the Program and all courses within the stipulated time period.

12. GENERAL INSTRUCTIONS

- a. Board of Management of the University shall be the competent authority to make decisions on the matters which are not covered in this ordinance.
- b. The subject to be studied in different semesters includes industrial training, projects, etc. shall be as per the University schemes, approved by Board of Studies and the board of Management of the University and in accordance with the norms of concerned regulatory authority.
- c. Notwithstanding anything stated in this Ordinance for any unforeseen issues arising and not covered by this Ordinance or in the event of differences of interpretation, the Vice-Chancellor may take a decision after obtaining, if necessary, the opinion/advice of a Committee, consisting of the Principal/Dean of the concerned Department. The decision of the Vice-Chancellor shall be final.
- d. The Reservation of SC/ST/Other category candidates shall be applicable as per the norms of the State Government of Madhya Pradesh and/or the Government of India.

EKLAVYA UNIVERSITY
ORDINANCE NO. 16 (A)
BACHELOR OF COMMERCE HONOURS (B.COM (HONS.))
3-YEAR DEGREE PROGRAM

1. NAME OF PROGRAM & APPLICABILITY

- a. 3-Year **Bachelor of Commerce (B.Com. Hons) Degree Program** shall be quoted simply 'Program' hereafter in this ordinance, subject to the recommendation of the respective Board of Studies and as per norms of the concerned Regulatory Authority. The Board of Studies is authorized to recommend further additions/alterations in this Ordinance with the approval of MPPURC and Government of M.P.
- b. Name of the Faculty/ Board of Studies is **School of Management & Commerce** and the Department shall be **Department of Commerce**.
- c. The Degree will include areas of study/subjects/specializations as recommended by the Academic Council and concerned Board of Studies of the University.

2. ELIGIBILITY OF ADMISSION

- a. Candidates possessing following minimum qualifications shall be eligible for admission:
 - i. Higher Secondary School Certificate Examination (under 10+2 scheme), from a recognized Board, in any group.
 - ii. Candidates must have secured minimum marks (As per the guidelines issued by the concerned regulatory authority) in the qualifying examination would be mandatory for admission in the Program.
- b. Notwithstanding anything contained in the above-mentioned rules, the eligibility criteria will be as decided by the Governing Body and the Academic Council from time to time, in accordance with the concerned regulatory body.
- c. Admissions shall be according to the criteria made by the Admission Committee and the concerned Regulatory Authority.

3. CRITERIA FOR SELECTION

Admissions shall take place on the criteria approved by the Admission Committee and Vice Chancellor (as per Ordinance No.01).

4. NUMBER OF SEATS

Will be decided from time to time by the University Academic Council as per guidelines of the concerned Regulatory Authorities and other statutory bodies as and where applicable.

5. COMMENCEMENT & DURATION

- a. Scheduled period for the completion of B.Com. (Hons.) Program is **3 years**, based on either semester or Annual exam system
- b. Maximum duration of Program completion is **6 years**.
- c. Semester system will comprise of 2 semesters with each semester consisting minimum 90 teaching days and annual system will consist of minimum 180 teaching days
- d. The Programs shall generally commence in July/August every year, other than under exceptional circumstances.
- e. There will be 10 day vacation as semester break in semester system and 5

days after half yearly and 15 day vacation after annual exam shall be granted to the students.

6. FEE STRUCTURE

- All the fees categories including Program fee and the examination fee shall be determined by the University from time to time and shall be payable by the students at the beginning of each semester.
- Registrar shall notify the quantum of fees payable and the schedule of registration before the start of each semester.
- Fees, once paid, and if student has started attending the classes, will not refundable in any case except for the caution money. In some cases of genuine hardship, the Vice-Chancellor may permit an extension in the last date of payment of fees, however all the students shall be required to pay the prescribed fee before the start of examination. In case any student has been allowed to appear in the examination, the result of such student shall be withheld till all his dues are cleared.
- The fees shall be applicable as per approval of Board of Management from time to time with the approval of MPPURC

7. MEDIUM OF INSTRUCTION

Medium of instruction and examinations would be English/Hindi as per the choice filled by the student, in accordance to the guidelines prescribed by regulatory authority.

8. ATTENDANCE

Regular students, to be eligible to appear in the University examination, are required to attend a minimum of 75% classes in each semester.

9. EXAMINATIONS

- Internal Assessment** shall be based on class work/assignments/attendance.
- Mid Sem or half yearly Examination:** Two mid semester examinations shall be conducted in each Semester and marks of the best of two will be considered for the final result of that semester or half yearly exam in case of Yearly exam would be conducted.
- University Examination:** shall be conducted as per Ordinance No. 03 & 04. Details of subjects and credits shall be prescribed as per the scheme duly approved by the Academic Council and concerned Board of Studies.

10. ASSESSMENT SYSTEM

The University can decide on the grade or percentage of marks required to pass in a course and also the CGPA required to qualify for a degree as per the regulatory authority guidelines, taking into consideration, the recommendations of the concerned statutory professional council.

11. DEGREE/GRADE SHEET

- Student shall be declared eligible for the award of the three years Degree, if he/she fulfills all requirements set by Regulatory Authority.
- Student shall be eligible for award of Degree subject to passing the Program and all courses within the stipulated time period.

12. GENERAL INSTRUCTIONS

- Board of Management of the University shall be the competent authority to make decisions on the matters which are not covered in this ordinance.
- The subject to be studied in different semesters includes industrial training, projects, etc. shall be as per the University schemes, approved by Board of Studies and the board of Management of the University and in accordance with the norms of concerned regulatory authority.
- Notwithstanding anything stated in this Ordinance for any unforeseen issues arising and not covered by this Ordinance or in the event of differences of interpretation, the Vice-Chancellor may take a decision after obtaining, if necessary, the opinion/advice of a Committee, consisting of the Principal/Dean of the concerned Department. The decision of the Vice-Chancellor shall be final.
- The Reservation of SC/ST/Other category candidates shall be applicable as per the norms of the State Government of Madhya Pradesh and/or the Government of India.

EKLAVYA UNIVERSITY
ORDINANCE NO.17
MASTER OF COMMERCE (M.COM.)
2- YEAR DEGREE PROGRAM

1. NAME OF PROGRAM & APPLICABILITY

- a. 2-Year **Master of Commerce (M.Com.) Degree Program** shall be quoted simply 'Program' hereafter in this ordinance, subject to the recommendation of the respective Board of Studies and as per norms of the concerned Regulatory Authority. The Board of Studies is authorized to recommend further additions/alterations in this ordinance with the approval of MPPURC and Government of M.P.
- b. Name of the Faculty/ Board of Studies is **School of Commerce** and the Department shall be **Department of Commerce**.
- c. The Degree will include areas of study/subjects/specializations as recommended
- d. by the Academic Council and concerned Board of Studies of the University.

2. ELIGIBILITY FOR ADMISSION

- a. Minimum qualification for admission in **Master of Commerce (M.Com.)** Post Graduate Program shall be the qualifying Graduation Degree with relevant subjects (also securing pass marks in these relevant subjects individually) conducted by any recognized university.
- b. Notwithstanding anything contained in the above-mentioned rules, the eligibility criteria will be as decided by the Governing Body and the Academic Council from time to time, in accordance with the concerned Regulatory body.
- c. Admissions shall be according to the criteria made by the Admission Committee and the concerned Regulatory Authority.

3. CRITERIA FOR SELECTION

Admissions shall take place on the criteria approved by the Admission Committee and Vice Chancellor. (As per Ordinance No.01)

4. NUMBER OF SEATS

Will be decided from time to time by the University Academic Council as per guidelines of the concerned Regulatory Authority and other statutory bodies as and where applicable.

5. COMMENCEMENT & DURATION

- a. Scheduled period for the completion of the Program is **2 years**.
- b. Maximum duration of Program completion is **4 years**.
- c. The Program shall generally commence in July/August every year. Barring exceptional circumstances.
- d. Semester system will comprise of 2 semesters with each semester consisting of minimum 90 teaching days and annual system will consist of minimum 180 teaching days.
- e. There will be 10 day vacation as semester break in semester system and 5 days after half yearly and 15 day vacation after annual exam shall be granted to the students.

6. FEE STRUCTURE

- a. All the fees categories including Program fee and the examination fee shall be determined by the University from time to time and shall be payable by the students at the beginning of each semester.
- b. Registrar shall notify the quantum of fees payable and the schedule of registration before the start of each semester.
- c. Fees, once paid, and if student has started attending the classes, will not refundable in any case except for the caution money. In some cases of genuine hardship, the Vice-Chancellor may permit an extension in the last date of payment of fees, however all the students shall be required to pay the prescribed fee before the start of examination. In case any student has been allowed to appear in the examination, the result of such student shall be withheld till all his dues are cleared.
- d. The fees shall be applicable as per approval of Board of Management from time to time with the approval of MPPURC

7. MEDIUM OF INSTRUCTION

Medium of instruction and examinations would be English/Hindi as per the choice filled by the student.

8. ATTENDANCE

Regular students, to be eligible to appear in the University examination, are required to attend a minimum of 75% in each semester.

9. EXAMINATIONS

- a. **Internal Assessment:** Shall be based on class work/assignments/attendance.
- b. **Mid Sem or half yearly Examination:** Two mid semester examinations shall be conducted in each Semester and marks of the best of two will be considered for the final result of that semester or half yearly exam in case of Yearly exam would be conducted.
- c. **University Examination:** Shall be conducted as per Ordinance No. 03 & 04. Details of subjects and credits shall be prescribed as per the scheme duly approved by the Academic Council.

10. ASSESSMENT SYSTEM

The University can decide on the grade or percentage of marks required to pass in a course and also the CGPA required to qualify for a degree as per regulatory authority guidelines, taking into consideration, the recommendations of the concerned statutory professional council.

11. DEGREE/GRADE SHEET

- a. Student shall be eligible for the award of the 2-year Degree, if he/she fulfills all requirements set by Regulatory Authority.
- b. Student shall be eligible for award of Degree subject to passing the Program and all courses within the stipulated time period.

12. GENERAL INSTRUCTIONS

- a. Board of Management of the University shall be the competent authority to make decisions on the matters which are not covered in this ordinance.
- b. The subject to be studied in different semesters includes industrial training, projects, etc. shall be as per the University schemes, approved by Board of Studies and the board of Management of the University and in accordance with the norms of regulatory authority.
necessary, the opinion/advice of a Committee, consisting of the Principal/Dean of the concerned Department. The decision of the Vice-Chancellor shall be final.
- d. The Reservation of SC/ST/Other category candidates shall be applicable as per the norms of the State Government of Madhya Pradesh and/or the Government of India.

EKLAVYA UNIVERSITY
ORDINANCE NO. 18
BACHELOR OF BUSINESS ADMINISTRATION (BBA)
3-YEAR DEGREE PROGRAM

1. NAME OF PROGRAM & APPLICABILITY

- a. 3-Year **Bachelor of Business Administration (BBA) Degree Program** shall be quoted simply 'Program' hereafter in this ordinance, subject to the recommendation of the respective Board of Studies and as per norms of the concerned Regulatory Authorities. The Board of Studies is authorized to recommend further additions/alterations in this Ordinance with the approval of MPPURC and Government of M.P.
- b. Name of the Faculty/ Board of Studies is **School of Management** and the Department shall be **Department of Management**.
- c. The Degree will include areas of study/subjects/specializations as recommended by the Academic Council and concerned Board of Studies of the University.
- d. Dual specialization degree with one major and one minor one may be granted as per the choice of the student.

2. ELIGIBILITY FOR ADMISSION

- a. Candidates possessing following minimum qualifications shall be eligible for admission:
 - Higher Secondary School Certificate Examination (10+2 Scheme), from a recognized board, in any group. However candidate should secure minimum marks as prescribed by concerned regulatory authority for the admission in BBA Program.
- b. Notwithstanding anything contained in the above-mentioned rules, the eligibility criteria will be as decided by the Governing Body and the Academic Council from time to time, in accordance with the concerned Regulatory body.
- c. Admissions shall be according to the criteria made by the Admission Committee and the concerned Regulatory Authority.

3. CRITERIA FOR SELECTION

Admissions shall take place on the criteria approved by the Admission Committee and Vice Chancellor as per Ordinance No.01)

4. NUMBER OF SEATS

Will be decided from time to time by the University Academic Council as per guidelines of the concerned Regulatory Authority and other statutory bodies as and where applicable.

5. COMMENCEMENT & DURATION

- a. Scheduled period for the completion of B.B.A. Program is **3 years**, be it semester or Annual exam system.
- b. Maximum duration of Program completion is **6 years**.
- c. Semester system will comprise of 2 semesters with each semester consisting

of minimum 90 teaching days and annual system will consist of minimum 180 teaching days.

- d. The Programs shall generally commence in July/August every year barring exceptional circumstances.
- e. There will be 10 day vacation as semester break in semester system and 5 days after half yearly and 15 day vacation after annual exam shall be granted to the students.

6. FEE STRUCTURE

- a. All the fees categories including Program fee and the examination fee shall be determined by the University from time to time and shall be payable by the students at the beginning of each semester.
- b. Registrar shall notify the quantum of fees payable and the schedule of registration before the start of each semester.
- c. Fees, once paid, and if student has started attending the classes, will not refundable in any case except for the caution money. In some cases of genuine hardship, the Vice-Chancellor may permit an extension in the last date of payment of fees, however all the students shall be required to pay the prescribed fee before the start of examination. In case any student has been allowed to appear in the examination, the result of such student shall be withheld till all his dues are cleared.
- d. The fees shall be applicable as per approval of Board of Management from time to time, with approval of MPPURC.

7. MEDIUM OF INSTRUCTION

Medium of instruction and examinations would be English/Hindi as per the choice filled by the student and as per the guidelines issued by concerned regulatory authority.

8. ATTENDANCE

Regular students, to be eligible to appear in the University examination, are required to attend a minimum of 75% classes in each semester.

9. EXAMINATIONS

- a. **Internal Assessment:** Shall be based on class work/assignments/attendance.
- b. **Mid Semester or half yearly Examination:** Two mid semester examinations shall be conducted in each Semester and marks of the best of two will be considered for the final result of that semester or half yearly exam in case of Yearly exam would be conducted.
- c. **University Examination:** shall be conducted as per Ordinance No. 03 & 04. Details of subjects and credits shall be prescribed as per the scheme duly approved by the Academic Council and concerned Board of Studies.

10. ASSESSMENT SYSTEM

The University can decide on the grade or percentage of marks required to pass in a course and also the CGPA required to qualify for a degree as per regulatory authorities' guidelines, taking into consideration, the recommendations of the concerned statutory professional council.

11. DEGREE/GRADE SHEET

- a. Student shall be declared eligible for the award of the 3-year Degree, if he/she fulfills all requirements set by Regulatory Authority.
- b. Student shall be eligible for award of Degree subject to passing the Program and all courses within the stipulated time period.

12. GENERAL INSTRUCTIONS

- a. Board of Management of the University shall be the competent authority to make decisions on the matters which are not covered in this ordinance.
 - b. The subject to be studied in different semesters includes industrial training, projects, etc. shall be as per the University schemes, approved by Board of Studies and the board of Management of the University and in accordance with the norms of regulatory authority.
 - c. Notwithstanding anything stated in this Ordinance for any unforeseen issues arising and not covered by this Ordinance or in the event of differences of interpretation, the Vice-Chancellor may take a decision after obtaining, if necessary, the opinion/advice of a Committee, consisting of the Principal/Dean of the concerned Department. The decision of the Vice-Chancellor shall be final.
 - d. The Reservation of SC/ST/Other category candidates shall be applicable as per the norms of the State Government of Madhya Pradesh and/or the Government of India.
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EKLAVYA UNIVERSITY
ORDINANCE NO. 19
MASTER OF BUSINESSES ADMINISTRATION (MBA)
2-YEAR DEGREE PROGRAM

1. NAME OF PROGRAM & APPLICABILITY

- a. 2-Year **Master of Business Administration (MBA) Degree Program** shall be quoted simply 'Program' hereafter in this ordinance, subject to the recommendation of the respective Board of Studies and as per norms of the concerned Regulatory Authority. The Board of Studies is authorized to recommend further additions/alterations in this Ordinance with the approval of MPPURC and Government of M.P.
- b. Name of the Faculty/ Board of Studies is **School of Management** and the Department shall be **Department of Management**.
- c. The Degree will include areas of study/subjects/specializations as recommended by the Academic Council and concerned Board of Studies of the University.
- d. Dual Specialization (one major and one minor) may be granted on the choice of candidate, other than the chosen major subjects.

2. ELIGIBILITY OF ADMISSION

- a. Minimum qualification for admission to the first year of Master of Business Administration (MBA) Post Graduate Program shall be the qualifying Graduation Degree with relevant subjects (also securing pass marks in these relevant subjects individually) conducted by any recognized University or council.
- b. Notwithstanding anything contained in the above-mentioned rules, the eligibility criteria will be as decided by the Governing Body and the Academic Council from time to time, in accordance with the concerned Regulatory body.
- c. Admissions shall be according to the criteria made by the Admission Committee and the concerned Regulatory body.

3. CRITERIA FOR SELECTION

Admissions shall take place on the criteria approved by the Admission Committee and Vice Chancellor. (As per Ordinance No.01)

4. NUMBER OF SEATS

Will be decided from time to time by the University Academic Council as per guidelines of the concerned Regulatory Authority and other statutory bodies as and where applicable.

5. COMMENCEMENT & DURATION

- a. Scheduled period for the completion of the Program is **2years**.
- b. Maximum duration for Program completion is **4 years**.
- c. Each Academic year shall comprise of 2 semesters each.
- d. The Programs shall generally commence in July/August every year. Barring exceptional circumstances.
- e. Each semester shall be spread over not less than 90 teaching days.

- f. Ten day vacation as semester break shall be granted to the students between two semesters.

6. FEE STRUCTURE

- All the fees categories including Program fee and the examination fee shall be determined by the University from time to time and shall be payable by the students at the beginning of each semester.
- Registrar shall notify the quantum of fees payable and the schedule of registration before the start of each semester.
- Fees, once paid, and if student has started attending the classes, will not be refundable in any case except for the caution money. In some cases of genuine hardship, the Vice-Chancellor may permit an extension in the last date of payment of fees, however all the students shall be required to pay the prescribed fee before the start of examination. In case any student has been allowed to appear in the examination, the result of such student shall be withheld till all his dues are cleared.
- The fees shall be applicable as per approval of Board of Management from time to time with the time approval of MPPURC

7. MEDIUM OF INSTRUCTION

Medium of instruction and examinations would be English/Hindi as per the choice filled by the student and as per the guidelines issued by concerned regulatory authority.

8. ATTENDANCE

Regular students, to be eligible to appear in the University examination, are required to attend a minimum of 75% classes in each semester.

9. EXAMINATIONS

- Internal Assessment** shall be based on class work/assignments/attendance.
- Mid Semester Examination** Two mid semester examinations for each theory & practical paper shall be conducted in each Semester and marks of the best of two will be considered for the final result of that semester.
- University Examination:** shall be conducted as per Ordinance No. 03 & 04. Details of subjects and credits shall be prescribed as per the scheme duly approved by the Academic Council and concerned Board of Studies.

10. ASSESSMENT SYSTEM

The University can decide on the grade or percentage of marks required to pass in a course and also the CGPA required to qualify for a degree as per regulatory authority guidelines, taking into consideration, the recommendations of the concerned statutory professional council.

11. DEGREE/GRADE SHEET:

- Student shall be declared eligible for the award of the 2-year Degree, if he/she fulfills all requirements set by Regulatory Authority.
- Student shall be eligible for award of Degree subject to passing the Program and all courses within the stipulated time period.

12. GENERAL INSTRUCTIONS

- Board of Management of the University shall be the competent authority to make decisions on the matters which are not covered in this ordinance.
- The subject to be studied in different semesters includes industrial training, projects, etc. shall be as per the University schemes, approved by Board of Studies and the board of Management of the University and in accordance with the norms of concerned regulatory authority.
- Notwithstanding anything stated in this Ordinance for any unforeseen issues arising and not covered by this Ordinance or in the event of differences of interpretation, the Vice-Chancellor may take a decision after obtaining, if necessary, the opinion/advice of a Committee, consisting of the Principal/Dean of the concerned Department. The decision of the Vice-Chancellor shall be final.
- The Reservation of SC/ST/Other category candidates shall be applicable as per the norms of the State Government of Madhya Pradesh and/or the Government of India.

EKLAVYA UNIVERSITY
ORDINANCE NO. 20
POST GRADUATE DIPLOMA IN MANAGEMENT (PGDM)
2-YEAR DIPLOMA PROGRAM

1. NAME OF PROGRAM & APPLICABILITY

- a. 2-Year **Post Graduate Diploma in Management (PGDM) Diploma Program** shall be quoted simply 'Program' hereafter in this ordinance, subject to the recommendation of the respective Board of Studies and as per norms of the concerned Regulatory Authority. The Board of Studies is authorized to recommend further additions/alterations in this Ordinance with the approval of MPPURC and Government of M.P.
- b. Name of the Faculty/ Board of Studies is **School of Management** and the Department shall be **Department of Management**.
- c. The Degree will include areas of study/subjects/specializations as recommended by the Academic Council and concerned Board of Studies of the University.

2. ELIGIBILITY FOR ADMISSION

- a. Graduate Degree in any area of study from recognized University shall be eligible for admission.
- b. Notwithstanding anything contained in the above-mentioned rules, the eligibility criteria will be as decided by the Governing Body and the Academic Council from time to time, in accordance with the concerned Regulatory body.
- c. Admissions shall be governed according to the criteria made by the Admission Committee and the concerned Regulatory body.

3. CRITERIA FOR SELECTION

Admissions shall take place on the criteria approved by the Admission Committee and Vice Chancellor. (As per Ordinance No.01)

4. NUMBER OF SEATS

Will be decided from time to time by the University Academic Council as per guidelines of the concerned Regulatory Authority and other statutory bodies as and where applicable.

5. COMMENCEMENT & DURATION

- a. Scheduled period for the completion of the two-year Post Graduate Diploma in Management Program is **2 years**.
- b. Maximum duration of Program completion is **4 years**.
- c. Each Academic year shall comprise of 2 semesters each.
- d. The Programs shall generally commence in July/August every year. Barring exceptional circumstances.
- e. Each semester shall be spread over not less than 90 teaching days.
- f. Ten day vacation as semester break shall be granted to the students between two semesters.

6. FEE STRUCTURE

- a. All the fees categories including Program fee and the examination fee shall be determined by the University from time to time and shall be payable by the students at the beginning of each semester.

- b. Registrar shall notify the quantum of fees payable and the schedule of registration before the start of each semester.
- c. Fees, once paid, and if student has started attending the classes, will not be refundable in any case except for the caution money. In some cases of genuine hardship, the Vice-Chancellor may permit an extension in the last date of payment of fees, however all the students shall be required to pay the prescribed fee before the start of examination. In case any student has been allowed to appear in the examination, the result of such student shall be withheld till all his dues are cleared.
- d. The fees shall be applicable as per approval of Board of Management from time to time, as per the guidelines of MPPURC.

7. MEDIUM OF INSTRUCTION

Medium of instruction and examinations would be English/Hindi as per the choice filled by the student, in accordance to the guidelines prescribed by regulatory authority.

8. ATTENDANCE

Regular students, to be eligible to appear in the University examination, are required to attend a minimum of 75% classes in each semester.

9. EXAMINATION & ASSESMENT

- a. **Internal Assessment** shall be based on class work/assignments/attendance.
- b. **Mid Semester Examination** Two mid semester examinations for each theory & practical paper shall be conducted in each Semester and marks of the best of two will be considered for the final result of that semester.
- c. **University Examination** shall be conducted as per Ordinance No. 03 & 04. Details of subjects and credits shall be prescribed as per the scheme duly approved by the Academic Council.

10. DEGREE/GRADE SHEET

- a. Student shall be declared eligible for the award of the 2-year Diploma, if he/she fulfills all requirements set by Regulatory Authority.
- b. Student shall be eligible for award of Diploma subject to passing the Program and all courses within the stipulated time period.

11. GENERAL INSTRUCTIONS

- a. Board of Management of the University shall be the competent authority to make decisions on the matters which are not covered in this ordinance.
- b. The subject to be studied in different semesters include lab work, practicals, in-plant training, projects, etc. shall be as per the University schemes, approved by Board of Studies of the University as per the norms of concerned regulatory authority and the Board of Management of the University.
- c. Notwithstanding anything stated in this Ordinance for any unforeseen issues arising and not covered by this Ordinance or in the event of differences of interpretation, the Vice-Chancellor may take a decision after obtaining, if necessary, the opinion/advice of a Committee, consisting of the Principals/ Deans of concerned Department. The decision of the Vice-Chancellor shall be final.
- d. The Reservation of SC/ST/Other category candidates shall be applicable as per the norms of the State Government of Madhya Pradesh and/or the Government of India.

EKLAVYA UNIVERSITY
ORDINANCE NO. 21
BACHELOR OF SCIENCE (B.SC.) NURSING
4-YEAR DEGREE PROGRAM (YEARLY)

1. NAME OF PROGRAM & APPLICABILITY

- a. 4-Year **B.Sc. Nursing (Yearly) Degree Program** shall be quoted simply 'Program' hereafter in this ordinance, subject to the recommendation of the respective Board of Studies and as per norms of the concerned Regulatory Authority. The Board of Studies is authorized to recommend further additions/alterations in this Ordinance with the approval of MPPURC and Government of M.P.
- b. Name of the Faculty/ Board of Studies is **School of Nursing & Paramedical Sciences** and the Department shall be **Department of Nursing**.
- c. The degree will include areas of study/subjects/specializations as recommended by the Academic Council and concerned Board of Studies of the University.

2. ELIGIBILITY FOR ADMISSION

- a. Candidates possessing following minimum qualifications shall be eligible for admission:
 - i. Passing of higher secondary school certificate Examination 10+2 with Sciences (PCB) with minimum 45% aggregate marks (40% for reserved category)
 - OR
 - ii. Senior School Certificate Examination (10+2) or any equivalent pre degree examination (10+2) with Sciences (PCB) with minimum 45% aggregate marks (40% for reserved category)
 - OR
 - iii. An equivalent with 12 years schooling from a recognized Board or University with Sciences (PCB) with minimum 45% aggregate marks (40% for reserved category)
- b. Notwithstanding anything contained in the above-mentioned rules, the eligibility criteria will be as decided by the Governing Body and the Academic Council from time to time, in accordance with the concerned regulatory authority, INC.
- c. Admissions shall be according to the criteria made by the Admission Committee and the concerned regulatory authority, INC.

3. CRITERIA FOR SELECTION

Admissions shall take place on the criteria approved by the Committee and Vice Chancellor. (As per Ordinance No.01)

4. NUMBER OF SEATS

Will be decided from time to time by the University Academic Council, as per guidelines of the concerned Regulatory Authority and other statutory bodies.

5. COMMENCEMENT & DURATION

- a. B.Sc. Nursing schedule period for the completion of the program is **4 years** (including internship).
- b. Maximum duration of program completion is **8 years**.

- c. Each academic year shall comprise of 12 months each.
- d. The Program shall generally commence in September/October every year, other than under exceptional circumstances.
- e. Each year shall be spread over not less than 180 teaching days.
- f. 3-week vacation shall be granted to the students in each academic year.

6. FEE STRUCTURE

- a. All the fee categories including Program fee and the examination fee shall be determined by the University from time to time and shall be payable by the students at the beginning of each semester.
- b. Registrar shall notify the quantum of fees payable and the schedule of registration before the start of each semester.
- c. Fees, once paid, and if student has started attending the classes, will not be refundable in any case except for the caution money. In some cases of genuine hardship, the Vice-Chancellor may permit an extension in the last date of payment of fees however, all the students shall be required to pay the prescribed fee before the start of examination. In case any student has been allowed to appear in the examination, the result of such student shall be withheld till all his dues are cleared.
- d. The fees shall be applicable as per approval of Board of Management from time to time with the approval of MPPURC.

7. MEDIUM OF INSTRUCTION

The medium of instruction and examination shall be English/Hindi as per the choice filled by the student.

8. ATTENDANCE

- a. Students must have minimum of 75% attendance in each theory subject for appearing for examination.
- b. Students must have 100% attendance in each of the practical area before award of degree.

9. EXAMINATIONS

- a. **Internal Assessment** shall be based on class work/assignments/attendance in case of both theory and practical subject.
 - i. Internal assessment will be done in each subject of study and the marks will be awarded to the candidates as detailed in the scheme of examinations.
 - ii. Minimum Internal Pass Marks for theory and practical to be 50% individually. The minimum pass mark for theory is 13 out of 25.
 - iii. The candidate appearing for arrear examination in the subject will have the same internal marks secured in the previous examination (1st attempt).
 - iv. A checklist or criteria to be developed by the respective institutions for objective evaluation of assignments, records, reports, and clinical presentations.
- b. **University Examination:** Following University Examinations shall be held at the end of each academic year.

B.Sc. Nursing	First Year
B.Sc. Nursing	Second Year
B.Sc. Nursing	Third Year

B.Sc. Nursing Fourth Year

- i. Minimum pass marks shall be 50% in each of the theory and practical papers separately.
- ii. A candidate has to pass in theory and practical exam separately in each of the paper.
- iii. The University assessment marks for the theory subject shall be out of 75 marks.
- iv. The University assessment marks for the theory subjects of Nursing Research and Statistics shall be given out of 75, consisting of Nursing Research 50 and Statistics 25 Marks.
- v. The practical examination marks for the University assessment shall be out of 100 marks.
- vi. Candidate who fails in any subject shall be permitted to continue studies into the second year.
- vii. The candidate if fails can be permitted for admission to next year.
- viii. The candidate shall have to clear all previous examination before appearing for final year examination.
- ix. Maximum NUMBER OF attempts per subject in three (3) inclusive of first attempts.
- x. The examination should be held in clinical area only.
- xi. Maximum number of candidate for all practical examinations should not exceed 20 per day.

c. Supplementary Exams

- i. If a candidate fails in either theory or practical paper he/she has to re-appear for both papers (theory and practical)
- ii. There will be only one mid-session supplementary examination held by the University ordinarily held in the month of Sep/Oct. There will another supplementary examination at the time of annual main examination.

d. Evaluation Scheme**Weightage for Internal Marks**

The internal marks to be calculated based on the following criteria:

Internal assessment for theory: (25 Marks)

Criteria	Weightage	Marks rounded off to 25	Marks rounded off to 50
Best of three Unit test marks	45%	12	23
Best of two Assignment marks	25%	6	12
Model Exam	25%	6	12
Attendance	5%	2	3
Total	100%	25	50

Internal assessment for Practical: (100 Marks/ 50 Marks)

Criteria	Weightage (100%)	Marks rounded off to 50
Continuous Evaluation of Clinical Performance	30%	15
Clinical assignment (Case study/ Practical record/Case book)	20%	10
Clinical Presentation	10%	5
Observational /field visit/ Health talk	10%	5
Model Practical Examination	30%	15
Total	100%	50

On Completion of Internship, Internal Assessment out of 100 marks should be sent to the University for Inclusion in the marks list.

10. REVALUATION / RE-TOTALING

A student is allowed to apply for revaluation after paying the prescribed Revaluation/Re-totaling fee per subject within 8 days after the declaration of the results, in 2 subject papers and re-totaling in all subjects. The candidates may also challenge the revaluation results by again paying the prescribed Challenge fee as decided by the Governing body, as per ordinance 3.

11. PROMOTION CRITERIA

- A candidate has to pass in theory and practical examination separately in each of the paper.
- Minimum pass marks shall be 50% in each of the theory and practical paper separately.
- Minimum pass marks shall be 40% for Introduction to computer and Communicative English.
- If a candidate fails in either theory or practical paper he/she has to re-appear for both the papers (Theory & Practical).
- The candidate if fails can be permitted for admission to next year.
- The candidate shall have to clear all the previous examination before appearing the final year examination.

HEADS OF PASSING & PASSING CRITERIA:

S.No.	Heads of Passing	Passing Criteria
1.	Theory Paper including Internal Assessment	50%
2.	Practical Paper including Internal Assessment	50%
3.	Academic year	50%
4.	Program	50%

- Minimum pass marks shall be 40% for Introduction to Computer & English only
- Minimum pass marks shall be 50 % in each of the Theory and practical papers separately.

- iii. A candidate has to pass in theory and practical exam separately in each of the paper.

11. AWARD OF DIVISION

For clearing the rank aggregate of 4 years marks to be considered Classification of result

- Distinction -75%and above in any subject (First attempt only)
- First Division -60% and above in the aggregate
- Second Division -50% and Above but less than 60% In the aggregate of Marks of all main subjects.
- Pass -shall be awarded to the candidate passing with supplementary or more than one attempt.

12. CONDONATION OF DEFICIENCY IN MARKS

- a. Deficiency of up to 5 marks be condoned to the best advantage of the candidate for passing the examination, provided the candidate fails in maximum of two Subjects (theory and one practical of same subject are treated as two different subjects, for the purpose of awarding grace marks).
- b. One grace mark will be given to the candidate who is failing/missing distinction/missing first division by one mark, by the Vice- Chancellor. This benefit will not, however, be available to a candidate getting advantage under clause 14.a.
- c. After condonation of marks, the result of concerned subject/year shall declared as "pass by grace".

13. MERIT LIST

Final merit list of ten percent (with maximum 10) candidates in the order of merit shall be declared by the University only after the main examination of the final year B.Sc. Nursing degree, on the basis of the integrated performance of all the four years. The merit list shall include the candidates securing at least first division and passing all years in first attempt.

14. DEGREE

Student shall be eligible for award of Degree subject to passing the Program and all courses as per section 10 & 11 of this ordinance.

15. CANCELLATION OF ADMISSION

The admission of a student at any stage of study shall be cancelled by the Vice Chancellor based on recommendation of Head of Institute if-

- a. He / She is not found qualified as per INC / state government norms and guidelines or the eligibility criterion prescribed by the University.
- a. He / She found unable to complete the course within the stipulated time as prescribed in Section 6e.
- b. He / She is found involved in serious breach of discipline in the institution or in the University Campus

16. GENERAL INSTRUCTIONS

- a. Board of Management of the University shall be the competent authority to make decisions on the matters which are not covered in this ordinance.
- b. The subject to be studied in different semesters include lab work, practicals, in-plant training, projects, etc. shall be as per the University schemes, approved by Board of Studies of the University on the basis of Authority norms and the board of Management of the University.
- c. Notwithstanding anything stated in this Ordinance for any unforeseen issues arising and not covered by this Ordinance or in the event of differences of interpretation, the Vice-Chancellor may take a decision after obtaining, if necessary, the opinion/advice of a Committee, consisting of the Principal/Dean of all Colleges/Departments/Institutions/Schools. The decision of the Vice-Chancellor shall be final.
- d. The Reservation of SC/ST/Other category candidates shall be applicable as per the norms of the State Government of Madhya Pradesh and/or the Government of India.
- e. The University will follow a yearly or semester system, as directed by the regulatory body, INC.

EKLAVYA UNIVERSITY
ORDINANCE NO. 21 (A)
BACHELOR OF SCIENCE (B.Sc.) NURSING
4-YEAR DEGREE PROGRAM (SEMESTER SYSTEM)

1. NAME OF PROGRAM & APPLICABILITY

- a. 4-Year **B.Sc. Nursing (Semester System) Degree Program** shall be quoted simply 'Program' hereafter in this ordinance, subject to the recommendation of the respective Board of Studies and as per norms of the concerned Regulatory Authority. The Board of Studies is authorized to recommend further additions/alterations in this Ordinance with the approval of MPPURC and Government of M.P.
- b. Name of the Faculty/ Board of Studies is **School of Nursing & Paramedical Sciences** and the Department shall be **Department of Nursing**.
- c. The degree will include areas of study/subjects/specializations as recommended by the Academic Council and concerned Board of Studies of the University.

2. ELIGIBILITY FOR ADMISSION

- a. Candidates possessing following minimum qualifications shall be eligible for admission:
 - i. Passing of higher secondary school certificate Examination 10+2 with Sciences (PCB) with minimum 45% aggregate marks (40% for reserved category).
OR
 - ii. Senior School Certificate Examination (10+2) pre degree examination (10+2) with Sciences (PCB) with minimum 45% aggregate marks (40% for reserved category).
OR
 - iii. An equivalent with 12 years schooling from a recognized Board or University with Sciences (PCB) with minimum 45% aggregate marks (40% for reserved category).
- b. Notwithstanding anything contained in the above-mentioned rules, the eligibility criteria will be as decided by the Governing Body and the Academic Council from time to time, in accordance with the concerned regulatory authority, INC.
- c. Admissions shall be according to the criteria made by the Admission Committee and the Indian Nursing Council.

3. CRITERIA FOR SELECTION

Admissions shall take place on the criteria approved by the Committee and Vice Chancellor. (As per Ordinance No.01)

4. NUMBER OF SEATS

Will be decided from time to time by the Academic Council as per guidelines of the concerned Regulatory Authority and other statutory bodies as and where applicable.

5. COMMENCEMENT & DURATION

- a. Scheduled period for the completion of B.Sc. Nursing (Semester System as and when applicable by INC) Program is **4 years** (including internship).
- b. Maximum duration of Program completion is **8 years**.
- c. Each Academic year shall comprise of 2 semesters each.

- d. The Programs shall generally commence in July/August every year. Barring exceptional circumstances.
- e. Each semester shall be spread over not less than 90 teaching days.
- f. Ten day vacation as semester break shall be granted to the students between two semesters.

6. FEE STRUCTURE

- a. All the fees categories including Program fee and the examination fee shall be determined by the University from time to time and shall be payable by the students at the beginning of each semester.
- b. Registrar shall notify the quantum of fees payable and the schedule of registration before the start of each semester.
- c. Fees, once paid, and if student has started attending the classes, will not refundable in any case except for the caution money. In some cases of genuine hardship, the Vice-Chancellor may permit an extension in the last date of payment of fees however, all the students shall be required to pay the prescribed fee before the start of examination. In case any student has been allowed to appear in the examination, the result of such student shall be withheld till all his dues are cleared.
- d. The fees shall be applicable as per approval of Board of Management from time to time with the approval of MPPURC

7. MEDIUM OF INSTRUCTION

Medium of instruction and examinations would be English/Hindi as per the choice filled by the student, in accordance to the guidelines prescribed by regulatory authority.

8. ATTENDANCE

- a. Students must have minimum of 75% attendance in each theory subject for appearing for examination.
- b. Students must have 100% attendance in each of the practical area before award of degree.

9. EXAMINATIONS

- a. **Internal Assessment** shall be based on class work/ assignments/ attendance in case of both Theory and Practical subjects.
- b. **Mid Semester Examination:** Two mid semester examinations for each theory & practical paper shall be conducted in each Semester and marks of the best of two will be considered for the final result of that semester.
- c. **University Examination:** shall be conducted as per Ordinance No. 03 & 04. Details of subjects and credits shall be prescribed as per the scheme duly approved by the Academic Council.

10. ASSESSMENT SYSTEM

The University can decide on the grade or percentage of marks required to pass in a course and also the CGPA required to qualify for a degree as per regulatory authority guidelines, taking into consideration, the recommendations of the concerned statutory professional council.

11. PROMOTION CRITERIA

- a. A candidate has to pass in theory and practical examination separately in each paper.
- b. Minimum pass marks shall be 50% in each of the theory and practical paper separately.
- c. Minimum pass marks shall be 40% for Introduction to Computers and Communicative English.
- d. If a candidate fails in either theory or practical paper he/she has to re-appear for both the papers (Theory & Practical).
- e. For the award of degree minimum Cumulative Grade Point Average (CGPA) required is 5.0.
- f. To pass a particular subject of the course the minimum required grade is "D".
- g. The candidate shall have cleared all the previous examination before appearing for fifth semester examination. However, the candidates shall be permitted to attend the consecutive semesters.
- h. The candidate shall have cleared all the previous examination before appearing seventh semester examination. The candidates shall be permitted to attend the consecutive semesters.
- i. If a candidate has passed all the subjects of an applicable year but has failed to score a minimum CGPA of 5.0 as per the requirement, such a candidate shall be permitted to improve requisite grade point by reappearing in maximum of three theory /practical subjects, in the ensuing examination (theory and practical of a subject shall be treated as separate subjects.)
- j. Other than the provisions allowed by the Academic Council and Board of Studies, a candidate shall not be permitted to reappear in that examination, for improvement of division/marks or for any other purpose.

12. DEGREE/ GRADE SHEET

- a. Student shall be declared eligible for the award of the four years Degree, if he/she fulfills all requirements set by Regulatory Authority.

13. GENERAL INSTRUCTIONS

- a. Board of Management of the University shall be the competent authority to make decisions on the matters which are not covered in this ordinance.
- b. The subject to be studied in different semesters include lab work, practicals, industrial training, projects, etc. shall be as per the University schemes, approved by Board of Studies of the University on the basis of Authority norms and the board of Management of the University.
- c. Notwithstanding anything stated in this Ordinance for any unforeseen issues arising and not covered by this Ordinance or in the event of differences of interpretation, the Vice-Chancellor may take a decision after obtaining, if necessary, the opinion/advice of a Committee, consisting of the Principal/ Dean of all Colleges/ Departments/ Institutions/ Schools. The decision of the Vice-Chancellor shall be final.
- d. The Reservation of SC/ ST/ Other category candidates shall be applicable as per the norms of the State Government of Madhya Pradesh and/or the Government of India.
- e. The course will be governed by the prevailing academic and examination system as prescribed by the Indian Nursing Council (INC).

EKLAVYA UNIVERSITY
ORDINANCE NO. 22
MASTER OF SCIENCE (M.Sc.) NURSING
2-YEAR POST GRADUATE DEGREE PROGRAM (YEARLY)

1. NAME OF PROGRAM & APPLICABILITY

- a. 2-Year **M.Sc. Nursing (Yearly) Degree Program** shall be quoted simply 'Program' hereafter in this ordinance, subject to the recommendation of the respective Board of Studies and as per norms of the concerned Regulatory Authority. The Board of Studies is authorized to recommend further additions/alterations in this Ordinance with the approval of MPPURC and Government of M.P.
- b. Name of the Faculty/ Board of Studies is **School of Nursing & Paramedical Sciences** and the Department shall be **Department of Nursing**.
- c. The degree will include areas of study/subjects/specializations as recommended by the Academic Council and concerned Board of Studies of the University.

2. ELIGIBILITY FOR ADMISSION

- a. The candidate should be a Registered Nurse and Registered midwife or equivalent with any state Nursing Registration Council.
- b. The minimum education requirements shall be passing of B.Sc. Nursing/ Post Basic B.Sc. Nursing with minimum 55% aggregate marks (50 % for reserved category) from an institution which is recognized by Indian Nursing Council.
- c. Should have minimum one year of work experience after Basic B.Sc. Nursing.
- d. Minimum one year of work experience prior or after Post Basic B.Sc. Nursing.
- e. Candidate shall be medically fit.
- f. Notwithstanding anything contained in the above-mentioned rules, the eligibility criteria will be as decided by the Governing Body and the Academic Council from time to time, in accordance with the concerned regulatory authority i.e. INC.
- g. Admissions shall be according to the criteria made by the Admission Committee and the concerned regulatory authority i.e. INC.

3. CRITERIA FOR SELECTION

Admissions shall take place on the criteria approved by the Admission Committee and Vice Chancellor. (As per Ordinance No. 01)

4. NUMBER OF SEATS

Will be decided from time to time by the University Academic Council as per guidelines of the concerned Regulatory Authority and other statutory bodies as and where applicable.

5. COMMENCEMENT & DURATION

- a. Scheduled period for completion of M.Sc. Nursing Program is **2 years**.
- b. Maximum duration of Program completion is **4 years**.
- c. Each Academic year shall comprise of 12 months.
- d. The Programs shall generally commence in July/August every year. Barring exceptional circumstances.
- e. Each year shall be spread over not less than 180 teaching days.
- f. 4 weeks' vacation shall be granted in the entire program.
- g.

6. MEDIUM OF INSTRUCTION

The medium of instruction and examination shall be English/Hindi as per the choice filled by the student, in accordance to the guidelines issued by regulatory authority.

7. ATTENDANCE

- d. A candidate must have minimum of 75% attendance in theory in each subject for appearing for examination.
- e. A candidate must have 100% attendance in each of the practical area before award of degree.

8. EXAMINATION

- a. **Internal Assessment:** The internal assessment of the students is based on

Techniques	Weightage
Two tests	50
Assignments	25
Seminars / Presentations	25

- i. The internal assessment marks for the theory subjects shall be out of 25 marks.
- ii. Practical Examination marks for the internal assessment shall be out of 100 marks. Internal assessment marks for the practical shall be awarded on the basis of evaluation.
- iii. Performance of the students in the specific area/field.

- b. **University Examination:** Following University Examinations shall be held at the end of each semester.

M.Sc. Nursing	First Year
M.Sc. Nursing	Second Year

- i. Minimum pass marks shall be 50% in each of the theory and practical papers separately.
- ii. A candidate has to pass in theory and practical exam separately in each of the paper.
- iii. The University assessment marks for the theory subject shall be out of 75 marks.
- iv. The University assessment marks for the theory subjects of Nursing Research and Statistics shall be given out of 75, consisting of Nursing Research 50 and Statistics 25 Marks.
- v. The practical examination marks for the University assessment shall be out of 100 marks except Nursing Education shall be out 50 Marks.
- vi. Candidate who fails in any subject shall be permitted to continue studies into the second year.
- vii. The candidate shall not be allowed to appear for the Second year examination till such time that he/she passes all subjects of the first year M.Sc. nursing examination.
- viii. A candidate failing in more than two subjects will not be promoted to the IInd year.
- ix. Maximum number of attempts per subject is three inclusive of first attempt.

- x. The examination should be held in clinical area only for clinical area only clinical specialty.
- xi. The dissertation examination should be minimum 30 minutes Viva-voce per student.

9. SUPPLEMENTARY EXAMS

- a. If a candidate fails in either theory or practical paper he/she has to re-appear for both papers (theory and practical)
- b. There will be only one mid-session supplementary examination held by the University ordinarily held in the month of Sep/Oct. There will another supplementary examination at the time of annual main examination.
- c. Nonappearance at an examination on grounds of sickness or otherwise will be treated as one of the three attempts.

10. GUIDELINE FOR DISSERTATION

- a. Tentative schedule for dissertation shall be as follows
- b. Submission of the research proposal End of 9th month of 1st year.
- c. Submission of dissertation- Final End of 9th month

11. QUALIFICATION OF RESEARCH GUIDE

- a. Main Guide Nursing Faculty / Nursing expert in the same clinical specialty holding Ph.D. / M.Phil. or M.Sc. Nursing with a minimum of 3 year's experience in teaching in the post Graduate Program in Nursing.
- b. Co-Guide: A Co-Guide is a nursing faculty / expert in the field of study (may be from outside the college but should be within the city)
- c. Guide: Student Ratio: Maximum of 1:4 (including as co-guide)
- d. There should be a research committee comprising of minimum 5 members chaired by the principal college of nursing.
- e. The research topic shall be approved by institutional research committee.
- f. Administrative approval and ethical clearance should be obtained.

12. SCHEME OF STUDY & EXAMINATION

The scheme of examinations, and syllabus for the course and specializations will be as decided by the Board of Studies and the INC, from time to time.

13. EVALUATION OF THE DISSERTATION

- a. Evaluation of the dissertation should be done by the examiner prior to viva.
- b. One internal and one external examiner (outside the University) should evaluate dissertation and jointly conduct viva-voce for each student
- c. For dissertation internal examiner should be the guide and external examiner should be nursing faculty / nursing expert in the same clinical specialty holding Ph. D. / M. Phil. Or M.Sc. nursing with minimum of 3 years experience in guiding the research projects for post graduate student of Nursing.

14. REVALUATION / RE-TOTALING

A student is allowed to apply for revaluation after paying the prescribed Revaluation/Re-totaling fee per subject within 8 days after the declaration of the results, in 2 subject papers and re-totaling in all subjects. The candidates may also challenge the revaluation results by again paying the prescribed Challenge fee as decided by the Governing body, as per ordinance 3.

15. PROMOTION CRITERIA

- a. Minimum passing marks shall be 50% in each of the theory (i.e. Internal assessment and university examination taken together) and practical (i.e. Internal assessment and university examination taken together) papers separately.
- b. If a candidate fails in either theory or practical paper he/she has to re-appear for both the papers (theory and practical).

16. HEADS OF PASSING & PASSING CRITERIA

S.No.	Heads of Passing	Passing Criterion
1.	Theory Paper including Internal Assessment	50%
2.	Practical Paper including Internal Assessment	50%
3.	Academic Year	50%
4.	Program	50%

17. AWARD OF DIVISION

For clearing the rank aggregate of 2 years marks will be considered. Classification of result

- Distinction - 75% and above in any subject (First attempt)
- First Division - 60% and above in the aggregate
- Second Division - 50% and Above, but less than 60% In the aggregate of Marks of all main subjects.
- Pass - shall be awarded to the candidate passing with supplementary or more than one attempt.

18. CONDONATION OF DEFICIENCY IN MARKS

- a. Deficiency upto 5 marks be condoned to the best advantage of the candidate for passing the examination, provided the candidate fails in maximum of two Subjects (theory and one practical of same subject are treated as two different subjects, for the purpose of awarding grace marks).
- b. One grace mark will be given to the candidate who is failing/missing distinction/missing first division by one mark, by the Vice- Chancellor. This benefit will not, however, be available to a candidate getting advantage under clause 14a.
- c. After condonation of marks, the result of concerned subject/semester shall be declared as "pass by grace".

19. MERIT LIST

Final merit list of ten percent (with maximum 10) candidates in the order of merit shall be declared by the University only after the main examination of the final year for M.Sc. Nursing degree, on the basis of the integrated performance of all the two years. The merit list shall include the candidates securing at least first division and passing all years in first attempt.

20. CANCELLATION OF ADMISSION

The admission of a student at any stage of study shall be cancelled by the Vice Chancellor based on recommendation of Head of Institute if:

- a. He / She is not found qualified as per INC / state government norms and guidelines or the eligibility criterion prescribed by the University.
- c. He / She found unable to complete the course within the stipulated time as prescribed in Section 6e.
- d. He / She is found involved in serious breach of discipline in the institution or in the University Campus

21. GENERAL INSTRUCTIONS

- a. Board of Management of the University shall be the competent authority to make decisions on the matters which are not covered in this ordinance.
- b. The subject to be studied in different semesters include lab work, practical's, in-plant training, projects, etc. shall be as per the University schemes, approved by Board of Studies of the University as per the norms of concerned regulatory authority and the Board of Management of the University.
- c. Notwithstanding anything stated in this Ordinance for any unforeseen issues arising and not covered by this Ordinance or in the event of differences of interpretation, the Vice-Chancellor may take a decision after obtaining, if necessary, the opinion/advice of a Committee, consisting of the Principal/Dean of concerned School. The decision of the Vice-Chancellor shall be final.
- d. The Reservation of SC/ST/Other category candidates shall be applicable as per the norms of the State Government of Madhya Pradesh and/or the Government of India.
- e. The course will be governed by the prevailing academic and examination system as prescribed by the Indian Nursing Council (INC).

EKLAVYA UNIVERSITY
ORDINANCE NO. 22 (A)
MASTERS OF SCIENCE IN NURSING
2-YEAR P.G. DEGREE PROGRAM (SEMESTER SYSTEM)

1. NAME OF PROGRAM & APPLICABILITY

- a. 2-Year **M.Sc. Nursing (Semester System) Degree Program** shall be quoted simply 'Program' hereafter in this ordinance, subject to the recommendation of the respective Board of Studies and as per norms of the concerned Regulatory Authority. The Board of Studies is authorized to recommend further additions/alterations in this Ordinance with the approval of MPPURC and Government of M.P.
- b. Name of the Faculty/ Board of Studies is **School of Nursing & Paramedical Sciences** and the Department shall be **Department of Nursing**.
- c. The degree will include areas of study/subjects/specializations as recommended by the Academic Council and concerned Board of Studies of the University.

2. ELIGIBILITY FOR ADMISSION

- a. The candidate should be a Registered Nurse and Registered midwife or equivalent with any state Nursing Registration Council.
- b. The minimum education requirements shall be passing of B.Sc. Nursing/ B.Sc. Hons. Nursing / post Basic B.Sc. Nursing with minimum 55% aggregate marks for general category, and 50 % for reserved category, from an institution which is recognized by Indian Nursing Council.
- c. Should have minimum one year of work experience after Basic B.Sc. Nursing.
- d. Minimum one year of work experience prior or after Post Basic B.Sc. Nursing.
- e. Candidate shall be medically fit.
- f. Notwithstanding anything contained in the above-mentioned rules, the eligibility criteria will be as decided by the Governing Body and the Academic Council from time to time, in accordance with the concerned regulatory authority, INC.
- g. Admissions shall be according to the criteria made by the Admission Committee and the Indian Nursing Council.

3. CRITERIA FOR SELECTION

Admissions shall take place on the criteria approved by the Admission Committee and Vice Chancellor. (As per Ordinance No. 01)

4. NUMBER OF SEATS

Will be decided from time to time by the University Academic Council or as per guidelines of the concerned Regulatory Authority and other statutory bodies as and where applicable.

5. COMMENCEMENT & DURATION

- a. Scheduled period for completion of M.Sc. Nursing (Semester System- As and when applicable by INC) Program is **2 years**.
- b. Maximum duration of Program completion is **4 years**.
- c. Each Academic year shall comprise of 2 semesters each.
- d. The Programs shall generally commence in July/August every year. Other than under Exceptional circumstances.

- e. Each semester shall be spread over not less than 90 teaching days.
- f. Ten day vacation as semester break shall be granted to the students between two semesters.

6. FEE STRUCTURE

- a. All the fees categories including Program fee and the examination fee shall be determined by the University from time to time and shall be payable by the students at the beginning of each semester.
- b. Registrar shall notify the quantum of fees payable and the schedule of registration before the start of each semester.
- c. Fees, once paid, and if student has started attending the classes, will not refundable in any case except for the caution money. In some cases of genuine hardship, the Vice-Chancellor may permit an extension in the last date of payment of fees however, all the students shall be required to pay the prescribed fee before the start of examination. In case any student has been allowed to appear in the examination, the result of such student shall be withheld till all his dues are cleared.
- d. The fees shall be applicable as per approval of Board of Management from time to time with the approval of MPPURC.

7. MEDIUM OF INSTRUCTION

Medium of instruction and examinations would be English/Hindi as per the choice filled by the student, in accordance to the guidelines prescribed by regulatory authority.

8. ATTENDANCE

- a. A candidate must have minimum of 75% attendance in theory in each subject for appearing for examination.
- b. A candidate must have 100% attendance in each of the practical area before award of degree.

9. EXAMINATIONS

- a. **Internal Assessment** shall be based on class work/ assignments/ attendance in case of both Theory and Practical subjects.
- b. **Mid Semester Examination:** Two mid semester examinations for each theory & practical paper shall be conducted in each Semester and marks of the best of two will be considered for the final result of that semester.
- c. **University Examination:** shall be conducted as per Ordinance No. 03 & 04. Details of subjects and credits shall be prescribed as per the scheme duly approved by the Academic Council.

10. ASSESSMENT SYSTEM

The University can decide on the grade or percentage of marks required to pass in a course and also the CGPA required to qualify for a degree as per regulatory authority guidelines, taking into consideration, the recommendations of the concerned statutory professional council.

11. PROMOTION CRITERIA

- a. Minimum passing marks shall be 50% in each of the theory (i.e. Internal assessment and university examination taken together) and practical (i.e.

- Internal assessment and university examination taken together) papers separately.
- b. If a candidate fails in either theory or practical paper he/she has to re-appear for both the papers (theory and practical).
- Student shall be allowed to keep term for Semester II if he/she appears and fails or does not appear in Semester I examination (subject to the condition that student has filled the examination form).
 - Student shall be allowed to keep term(s) for Semester III examination even if he/ she fails in a total of not more than two subjects of Semester I and II examinations taken together.

12.DEGREE/GRADE SHEET

- a. Student shall be declared eligible for the award of the two years Degree, if he/she fulfills all requirements set by Regulatory Authority.
- b. Student shall be eligible for award of Degree subject to passing the Program and all courses within the stipulated time period.

13.GENERAL INSTRUCTIONS

- a. Board of Management of the University shall be the competent authority to make decisions on the matters which are not covered in this ordinance.
- b. The subject to be studied in different semesters include lab work, practicals, industrial training, projects, etc. shall be as per the University schemes, approved by Board of Studies of the University as per the norms of concerned regulatory authority and the Board of Management of the University.
- c. Notwithstanding anything stated in this Ordinance for any unforeseen issues arising and not covered by this Ordinance or in the event of differences of interpretation, the Vice-Chancellor may take a decision after obtaining, if necessary, the opinion/advice of a Committee, consisting of the Principal/ Dean of concerned Department/ School. The decision of the Vice-Chancellor shall be final.
- d. The Reservation of SC/ ST/ Other category candidates shall be applicable as per the norms of the State Government of Madhya Pradesh and/or the Government of India.
- e. The course will be governed by the prevailing academic and examination system as prescribed by the Indian Nursing Council (INC).

EKLAVYA UNIVERSITY
ORDINANCE NO. 23
POST BASIC B.SC. NURSING (YEARLY)
2-YEAR DEGREE COURSE

1. NAME OF PROGRAM & APPLICABILITY

- a. 2-Year **Post Basic B.Sc. Nursing (Yearly) Degree Program** shall be quoted simply 'Program' hereafter in this ordinance, subject to the recommendation of the respective Board of Studies and as per norms of the concerned Regulatory Authority. The Board of Studies is authorized to recommend further additions/alterations in this Ordinance with the approval of MPPURC and Government of M.P.
- b. Name of the Faculty/ Board of Studies is **School of Nursing & Paramedical Sciences** and the Department shall be **Department of Nursing**.
- c. The degree will include areas of study/subjects/specializations as recommended by the Academic Council and concerned Board of Studies of the University.

2. ELIGIBILITY FOR ADMISSION

- a. Diploma in General nursing and Midwifery (GNM) and Registered Nurse and Registered Midwife with the State Nurses Registration Council.
- b. Nurses from other countries must obtain an equivalence certificate from INC before admission.
- c. Candidates should be medically fit.
- d. Notwithstanding anything contained in the above-mentioned rules, the eligibility criteria will be as decided by the Governing Body and the Academic Council from time to time, in accordance with the concerned regulatory body, INC.
- e. Admissions shall be according to the criteria made by the Admission Committee and the concerned regulatory authority, INC.

3. CRITERIA FOR SELECTION

Admissions shall take place on the criteria approved by the Committee and Vice Chancellor. (As per Ordinance No. 01)

4. NUMBER OF SEATS

Will be decided from time to time by the University Academic Council » as per guidelines of the concerned Regulatory Authority and other statutory bodies as and where applicable.

5. COMMENCEMENT & DURATION

- a. Scheduled period for the completion of P.B.B.Sc. Nursing (Yearly) Program is **2 years**.
- b. Maximum duration of Program completion is **4 years**.
- c. The Program shall generally commence in July/ August every year. Other than under Exceptional circumstances.
- d. Each year shall be spread over not less than 180 teaching days.
- e. Vacation shall be granted maximum four weeks duration during the entire programs.

6. FEE STRUCTURE

- a. All the fees categories including Program fee and the examination fee shall be determined by the University from time to time and shall be payable by the

- students at the beginning of each semester.
- Registrar shall notify the quantum of fees payable and the schedule of registration before the start of each semester.
 - Fees, once paid, and if student has started attending the classes, will not refundable in any case except for the caution money. In some cases of genuine hardship, the Vice-Chancellor may permit an extension in the last date of payment of fees, however all the students shall be required to pay the prescribed fee before the start of examination. In case any student has been allowed to appear in the examination, the result of such student shall be withheld till all his dues are cleared.
 - The fees shall be applicable as per approval of Board of Management from time to time with the approval of MPPURC.

7. MEDIUM OF INSTRUCTION

Medium of instruction and examinations would be English/Hindi as per the choice filled by the student, in accordance to the guidelines prescribed by regulatory authority.

8. ATTENDANCE

- A candidate must have minimum of 75% attendance (irrespective of the kind of absence) in theory in each subject for appearing for examination.
- A candidate must have 100% attendance in each of the practical area before award of degree.

9. EXAMINATIONS

- Internal Assessment:** The internal assessment of the students is based on

Techniques	Weightage
Two test	50%
Assignment	25%
Seminar / Presentation	25%

- The internal assessment marks for the theory subjects shall be out of 25 marks.
 - Practical Examination marks for the internal assessment shall be out of 100 marks.
- University Examination:** Following University Examinations shall be held at the end of each academic year.

P.B.B.Sc. Nursing	First Year
P.B.B.Sc. Nursing	Second Year

- There shall be University examination at the end of each year in the month of September.
- The external examination for practical subject shall be of 50 marks.
- Minimum 50% marks in each theory and practical paper separately is required for passing
- A candidate has to secure minimum of 33% in English (qualifying examination). The marks obtained shall not be added in grand total.
- All practical examination must be held in the respective clinical areas.
- The duration of theory examination shall be three hours except Nursing Foundation (paper 1) and Nutrition & Dietetics (paper 2) which will be of 2 hours.

c. Supplementary Exams

- i. If a candidate fails in either theory or practical paper, he/she has to re-appear for both the papers (theory and practical)
- ii. There will be only one mid-session supplementary examination held by the University ordinarily held in the month of Sep/Oct. There will be another supplementary examination at the time of annual main examination.
- iii. Nonappearance at an examination on grounds of sickness or otherwise will be treated as one of the three attempts.

10. SCHEME OF STUDY & EXAMINATION

Shall be decided by the University's Academic Council and Board of Studies in accordance with the norms of the Indian Nursing Council (INC).

11. ASSESSMENT SYSTEM

The University can decide on the grade or percentage of marks required to pass in a course and also the CGPA required to qualify for a degree as per regulatory authority guidelines, taking into consideration, the recommendations of the concerned statutory professional council.

12. PROMOTION CRITERIA

- a. Minimum passing marks shall be 50% in each of the theory (i.e. Internal assessment and university examination taken together) and practical (i.e. Internal assessment and university examination taken together) papers separately.
- b. If a candidate fails in either theory or practical paper he/she has to re-appear for both the papers (theory and practical).
- c. Any candidate who fails in an Examination is not permitted to go the next higher class. Passing in that subject is a prerequisite for appearing to the next higher examination.

13. DEGREE/ GRADE SHEET

- a. Student shall be declared eligible for the award of the 2 year Degree, if he/she fulfills all requirements set by regulatory authority.

14. GENERAL INSTRUCTIONS

- b. Board of Management of the University shall be the competent authority to make decisions on the matters which are not covered in this ordinance.
- c. The subject to be studied in different semesters include lab work, practicals, in-plant training, projects, etc. shall be as per the University schemes, approved by Board of Studies of the University on the basis of Authority norms and the Board of Management of the University.
- d. Notwithstanding anything stated in this Ordinance for any unforeseen issues arising and not covered by this Ordinance or in the event of differences of interpretation, the Vice-Chancellor may take a decision after obtaining, if necessary, the opinion/advice of a Committee, consisting of the Principal/Dean of concerned Colleges/Departments/Institutions/Schools. The decision of the Vice-Chancellor shall be final.
- e. The Reservation of SC/ST/Other category candidates shall be applicable as per the norms of the State Government of Madhya Pradesh and/or the Government of India.
- f. The course will be governed by the prevailing academic and examination system as prescribed by the Indian Nursing Council (INC).

EKLAVYA UNIVERSITY
ORDINANCE NO. 23 (A)
POST BASIC B.SC. NURSING (SEMESTER SYSTEM)
2-YEAR DEGREE PROGRAM

1. NAME OF PROGRAM & APPLICABILITY

- a. 2-Year **Post Basic B.Sc. Nursing (Semester System) Degree Program** shall be quoted simply 'Program' hereafter in this ordinance, subject to the recommendation of the respective Board of Studies and as per norms of the concerned Regulatory Authority. The Board of Studies is authorized to recommend further additions/alterations in this Ordinance with the approval of MPPURC and Government of M.P.
- b. Name of the Faculty/ Board of Studies is **School of Nursing & Paramedical Sciences** and the Department shall be **Department of Nursing**.
- c. The degree will include areas of study/subjects/specializations as recommended by the Academic Council and concerned Board of Studies of the University.

2. ELIGIBILITY FOR ADMISSION

- a. Diploma in General nursing and Midwifery (GNM) and Registered Nurse and Registered Midwife with the State Nurses Registration Council.
- b. Nurses from other countries must obtain an equivalence certificate from INC before admission.
- c. Candidates should be medically fit.
- d. Notwithstanding anything contained in the above-mentioned rules, the eligibility criteria will be as decided by the Governing Body and the Academic Council from time to time, in accordance with the Indian Nursing Council.
- e. Admissions shall be according to the criteria made by the Admission Committee and the Indian Nursing Council.

3. CRITERIA FOR SELECTION

Admissions shall take place on the criteria approved by the admission Committee and Vice Chancellor. (As per Ordinance No. 01)

4. NUMBER OF SEATS

Will be decided from time to time by the University Academic Council as per guidelines of the concerned Regulatory Authority and other statutory bodies as and where applicable.

5. COMMENCEMENT & DURATION

- a. Scheduled period for the completion of P.B.B.Sc. Nursing (Semester System- as and when applicable by INC) Program is **2 years**.
- b. Maximum duration of Program completion is **4 years**.
- c. Each Academic year shall comprise of 2 semesters each.
- d. The Programs shall generally commence in July/ August every year. Other than under Exceptional circumstances.
- e. Each semester shall be spread over not less than 90 teaching days.
- f. Ten day vacation as semester break shall be granted to the students between two semesters.

6. FEE STRUCTURE

- a. All the fees categories including Program fee and the examination fee shall be determined by the University from time to time and shall be payable by the students at the beginning of each semester.
- b. Registrar shall notify the quantum of fees payable and the schedule of registration before the start of each semester.
- c. Fees, once paid, and if student has started attending the classes, will not refundable in any case except for the caution money. In some cases of genuine hardship, the Vice-Chancellor may permit an extension in the last date of payment of fees, however all the students shall be required to pay the prescribed fee before the start of examination. In case any student has been allowed to appear in the examination, the result of such student shall be withheld till all his dues are cleared.
- d. The fees shall be applicable as per approval of Board of Management from time to time with the approval of MPPURC.

7. MEDIUM OF INSTRUCTION

Medium of instruction and examinations would be English/Hindi as per the choice filled by the student, in accordance to the guidelines prescribed by regulatory authority.

8. ATTENDANCE

- a. A candidate must have minimum of 75% attendance (irrespective of the kind of absence) in theory in each subject for appearing for examination.
- b. A candidate must have 100% attendance in each of the practical area before award of degree.

9. EXAMINATIONS

- a. **Internal Assessment** shall be based on class work/ assignments/ attendance in case of both Theory and Practical subjects.
- b. **Mid Semester Examination:** Two mid semester examinations for each theory & practical paper shall be conducted in each Semester and marks of the best of two will be considered for the final result of that semester. Students will be required to pay a mid-semester examination fee as prescribed.
- c. **University Examination:** shall be conducted as per Ordinance No. 03 & 04. Details of subjects and credits shall be prescribed as per the scheme duly approved by the Academic Council.

10. SCHEME OF STUDY & EXAMINATION

Shall be decided by the University's Academic Council and Board of Studies in accordance with the norms of the Indian Nursing Council.

11. ASSESSMENT SYSTEM

The University can decide on the grade or percentage of marks required to pass in a course and also the CGPA required to qualify for a degree as per regulatory authority guidelines, taking into consideration, the recommendations of the concerned statutory professional council.

12. PROMOTION CRITERIA

- a. Minimum passing marks shall be 50% in each of the theory (i.e. Internal

assessment and university examination taken together) and practical (i.e. Internal assessment and university examination taken together) papers separately.

- b. If a candidate fails in either theory or practical paper he/she has to re-appear for both the papers (theory and practical).
- c. Any candidate who fails in an Examination is not permitted to go the next higher class. Passing in that subject is a prerequisite for appearing to the next higher examination.

13.DEGREE/GRADE SHEET

- a. Student shall be declared eligible for the award of the two years Degree, if he/she fulfills all requirements set by regulatory authorities.
- b. Student shall be eligible for award of Degree subject to passing the Program and all courses within the stipulated time period.

14.GENERAL INSTRUCTIONS

- a. Board of Management of the University shall be the competent authority to make decisions on the matters which are not covered in this ordinance.
- b. The subject to be studied in different semesters include lab work, practicals, industrial training, projects, etc. shall be as per the University schemes, approved by Board of Studies of the University as per the norms of concerned regulatory authority and the Board of Management of the University.
- c. Notwithstanding anything stated in this Ordinance for any unforeseen issues arising and not covered by this Ordinance or in the event of differences of interpretation, the Vice-Chancellor may take a decision after obtaining, if necessary, the opinion/advice of a Committee, consisting of the Principal/ Dean of concerned Department/ School. The decision of the Vice-Chancellor shall be final.
- d. The Reservation of SC/ ST/ Other category candidates shall be applicable as per the norms of the State Government of Madhya Pradesh and/or the Government of India.
- e. The course will be governed by the prevailing academic and examination system as prescribed by the Indian Nursing Council (INC).

EKLAVYA UNIVERSITY
ORDINANCE NO. 24
POST BASIC DIPLOMA
1-YEAR DIPLOMA PROGRAM

1. NAME OF PROGRAM & APPLICABILITY

- a. 1-Year **Post Basic Diploma Program** shall be quoted simply 'Program' hereafter in this ordinance, subject to the recommendation of the respective Board of Studies and as per norms of the concerned Regulatory Authority. The Board of Studies is authorized to recommend further additions/alterations in this Ordinance with the approval of MPPURC and Government of M.P.
- b. Name of the Faculty/ Board of Studies is **School of Nursing & Paramedical Sciences** and the Department shall be **Department of Nursing**.
- c. The Diploma will include all one-year Post Basic Diploma Courses.
- d. The program shall be governed by the norms laid down by Indian Nursing Council.
- e. The degree will include areas of study/subjects/specializations as recommended by the Academic Council and concerned Board of Studies of the University.

2. ELIGIBILITY FOR ADMISSION

- a. Candidate should be a registered Nurse & Midwife (R.N. & R.M.) or equivalent.
- b. Possess a minimum of one-year experience as a staff nurse.
- c. Candidate from other countries must obtain an equivalence certificate as per guideline of INC.
- d. Male Nurses who have not done midwifery in GNM program must submit a certificate of completion of course of 6 – 9 month duration approved by INC in lieu of midwifery.
- e. Notwithstanding anything contained in the above-mentioned rules, the eligibility criteria will be as decided by the Governing Body and the Academic Council from time to time, in accordance with the concerned regulatory authority, INC.
- f. Admissions shall be according to the criteria made by the Admission Committee and the concerned regulatory authority, INC.

3. CRITERIA FOR SELECTION

Admissions shall take place on the criteria approved by the Committee and Vice Chancellor. (As per Ordinance No.01)

4. NUMBER OF SEATS

Will be decided from time to time by the University Academic Council as per guidelines of the concerned Regulatory Authorities and other statutory bodies as and where applicable.

5. COMMENCEMENT & DURATION

- a. Scheduled period for the completion of Post Basic Diploma Program is **1 year** (including internship).
- b. Maximum duration of Program completion is **2 years**.
- c. Each Academic year shall have yearly exam.
- d. The Programs shall generally commence in July/August every year. Other

than under Exceptional circumstances.

6. FEE STRUCTURE

- a. All the fees categories including Program fee and the examination fee shall be determined by the University from time to time and shall be payable by the students at the beginning of each semester.
- b. Registrar shall notify the quantum of fees payable and the schedule of registration before the start of each semester.
- c. Fees, once paid, and if student has started attending the classes, will not be refundable in any case except for the caution money. In some cases of genuine hardship, the Vice-Chancellor may permit an extension in the last date of payment of fees, however all the students shall be required to pay the prescribed fee before the start of examination. In case any student has been allowed to appear in the examination, the result of such student shall be withheld till all his dues are cleared.
- d. The fees shall be applicable as per approval of Board of Management from time to time with the approval of MPPURC.

7. MEDIUM OF INSTRUCTION

Medium of instruction and examinations would be English/Hindi as per the choice filled by the student, in accordance to the guidelines prescribed by regulatory authority.

8. ATTENDANCE

- a. A candidate must have minimum of 80% attendance (Irrespective of the kind of absence) in theory in each subject for appearing for examination.
- b. A candidate should have 100% attendance in each of the practical area before award of degree.

9. EXAMINATIONS

a. Internal Assessment

- i. Shall be based on class work/ assignments/ attendance in case of both Theory and Practical subjects.
- ii. The assessment of academic growth of the students shall be done continuously and on day to day basis.
- iii. The internal assessment marks shall be on the basis of two term examination and one pre-university examination, class tests, theory and practical assignments and clinical performance.
- iv. The internal assessment marks for theory subjects shall be as per scheme of examination.
- v. A candidate should obtain minimum 50% marks separately in internal assessment.
- vi. In case a candidate fails in any subjects there shall be provision of improvement in internal assessment marks and those mark be consider in subsequent examination.

b. **University Examination:** shall be conducted as per Ordinance No. 03 & 04. Details of subjects and credits shall be prescribed as per the scheme duly approved by the Academic Council.

c. **Scheme of Examination:** Shall be decided by the University's Academic Council and Board of Studies in accordance with the norms of the Regulatory Body, INC.

10. SCHEME OF STUDIES & CLINICAL EXPERIENCE

Shall be decided by the University's Academic Council and Board of Studies in accordance with the norms of the Regulatory Body, INC.

11. PROMOTION CRITERIA

- a. Minimum passing marks shall be 50% in each of the theory (I.e. Internal assessment and university examination taken together) and practical (I.e. Internal assessment and university examination taken together) papers separately.
- b. If a candidate fails in either theory or practical paper he/she has to re-appear for failed papers.
- c. If a candidate fails in any number of subjects in main examination he/she will be considered as supplementary candidate in subsequent examination.
- d. Grace marks up to an aggregate of 5 marks may be awarded to student who have fail in two subjects but passed in all other subject. However, the total marks obtained should not be altered.

12. DEGREE/ GRADE SHEET

- a. Student shall be declared eligible for the award of the one year Diploma, if he/she fulfills all requirement set by Regulatory Authority.
- b. Student shall be eligible for award of Diploma subject to passing the Program and all courses within the stipulated time period.

13. GENERAL INSTRUCTIONS

- a. Board of Management of the University shall be the competent authority to make decisions on the matters which are not covered in this ordinance.
- b. The subject to be studied in different semesters include lab work, practicals, in-plant training, projects, etc. shall be as per the University schemes, approved by Board of Studies of the University as per the norms of concerned regulatory authority and the Board of Management of the University.
- c. Notwithstanding anything stated in this Ordinance for any unforeseen issues arising and not covered by this Ordinance or in the event of differences of interpretation, the Vice-Chancellor may take a decision after obtaining, if necessary, the opinion/advice of a Committee, consisting of the Principal/Dean of concerned Department/School. The decision of the Vice-Chancellor shall be final.
- d. The Reservation of SC/ST/Other category candidates shall be applicable as per the norms of the State Government of Madhya Pradesh and/or the Government of India.
- e. The course will be governed by the prevailing academic and examination system as prescribed by the Indian Nursing Council (INC). The University will follow a yearly or semester system, as directed by the regulatory body.

EKLAVYA UNIVERSITY
ORDINANCE NO. 25
BACHELOR OF SCIENCE (B.SC.)
3-YEAR DEGREE PROGRAM

1. NAME OF PROGRAM & APPLICABILITY

- a. 3-Year **Bachelor of Science Degree Program** (B.Sc.) shall be quoted simply 'Program' hereafter in this ordinance, subject to the recommendation of the respective Board of Studies and as per norms of the concerned Regulatory Authority. The Board of Studies is authorized to recommend further additions/alterations in this Ordinance with the approval of MPPURC and Government of M.P.
- b. Name of the Faculty/ Board of Studies is **School of Basic & Applied Sciences** and the Department shall be **Department of Basic & Applied Sciences, or Department of Forensic Science (For Forensic Science Courses)**.
- c. The degree will include areas of study/subjects/specializations as recommended by the Academic Council and concerned Board of Studies of the University.

2. ELIGIBILITY FOR ADMISSION

- a. Higher Secondary School Certificate Examination (10+2 Scheme), from a recognized board in science group with minimum pass marks as prescribed by concerned authority/council would be mandatory for admission in the Program.
- b. Notwithstanding anything contained in the above-mentioned rules, the eligibility criteria will be as decided by the Governing Body and the Academic Council from time to time, in accordance with the concerned regulatory body.
- c. Admissions shall be according to the criteria made by the Admission Committee and the concerned regulatory authority.

3. CRITERIA FOR SELECTION:

Admissions shall take place on the criteria approved by the Admission Committee and Vice Chancellor. (As per Ordinance No.01)

4. NUMBER OF SEATS

Will be decided from time to time by the University Academic Council as per guidelines of the concerned Regulatory Authority and other statutory bodies as and where applicable.

5. COMMENCEMENT & DURATION

- a. Scheduled period for the completion of B.Sc. Program is **3 years**, based on either semester or Annual exam system
- b. Maximum duration of Program completion is **6 years**.
- c. Semester system will comprise of 2 semesters with each semester consisting minimum 90 teaching days and annual system will consist of minimum 180 teaching days
- d. The Programs shall generally commence in July/August every year. Other than under Exceptional circumstances.
- e. 10 day vacation will be given as semester break in semester system and 5

days after half yearly and 15 day after annual exam shall be granted to the students.

6. FEE STRUCTURE

- a. All the fees categories including Program fee and the examination fee shall be determined by the University from time to time and shall be payable by the students at the beginning of each semester.
- b. Registrar shall notify the quantum of fees payable and the schedule of registration before the start of each semester.
- c. Fees, once paid, and if student has started attending the classes, will not be refundable in any case except for the caution money. In some cases of genuine hardship, the Vice-Chancellor may permit an extension in the last date of payment of fees, however all the students shall be required to pay the prescribed fee before the start of examination. In case any student has been allowed to appear in the examination, the result of such student shall be withheld till all his dues are cleared.
- d. The fees shall be applicable as per approval of Board of Management from time to time with the approval of MPPURC.

7. MEDIUM OF INSTRUCTION

Medium of instruction and examinations would be English/Hindi as per the choice filled by the student, in accordance to the guidelines prescribed by regulatory authority.

8. ATTENDANCE

Regular students, to be eligible to appear in the University examination, are required to attend a minimum of 75% theory classes and 75% practical classes, in each semester.

9. EXAMINATIONS

- a. **Internal Assessment** shall be based on class work/assignments/attendance.
- b. **Mid Sem or half yearly Examination:** Two mid semester examinations shall be conducted in each Semester and marks of the best of two will be considered for the final result of that semester or half yearly exam in case of Yearly exam would be conducted.
- c. **University Examination:** shall be conducted as per Ordinance No. 03 & 04. Details of subjects and credits shall be prescribed as per the scheme duly approved by the Academic Council and concerned Board of Studies.

10. ASSESSMENT SYSTEM

The University can decide on the grade or percentage of marks required to pass in a course and also the CGPA required to qualify for a degree as per regulatory authority guidelines, taking into consideration, the recommendations of the concerned statutory professional council.

11. DEGREE/GRADE SHEET

- a. Student shall be declared eligible for the award of the 3-year Degree, if he/she fulfills all requirements set by regulatory authority.

- b. Student shall be eligible for award of Degree subject to passing the Program and all courses within the stipulated time period.

12. GENERAL INSTRUCTIONS

- Board of Management of the University shall be the competent authority to make decisions on the matters which are not covered in this ordinance.
- The subject to be studied in different semesters includes industrial training, projects, etc. shall be as per the University schemes, approved by Board of Studies and the board of Management of the University and in accordance with the norms of concerned regulatory authority.
- Notwithstanding anything stated in this Ordinance for any unforeseen issues arising and not covered by this Ordinance or in the event of differences of interpretation, the Vice-Chancellor may take a decision after obtaining, if necessary, the opinion/advice of a Committee, consisting of the Principal/Dean of the concerned Department. The decision of the Vice-Chancellor shall be final.
- The Reservation of SC/ST/Other category candidates shall be applicable as per the norms of the State Government of Madhya Pradesh and/or the Government of India.

EKLAVYA UNIVERSITY
ORDINANCE NO. 25 (A)
BACHELOR OF SCIENCE HONOURS (B.SC. (HONS))
3-YEAR DEGREE PROGRAM

1. NAME OF PROGRAM & APPLICABILITY

- 3-Year **Bachelor of Science Degree Program** (B.Sc. Hon.) shall be quoted simply 'Program' hereafter in this ordinance, subject to the recommendation of the respective Board of Studies and as per norms of the concerned Regulatory Authority. The Board of Studies is authorized to recommend further additions/alterations in this Ordinance with the approval of MPPURC and Government of M.P.
- Name of the Faculty/ Board of Studies is **School of Basic & Applied Sciences** and the Department shall be **Department of Basic & Applied Sciences, or Department of Forensic Science (For Forensic Science Courses)**.
- The degree will include areas of study/subjects/specializations as recommended by the Academic Council and concerned Board of Studies of the University.

2. ELIGIBILITY FOR ADMISSION

- Higher Secondary School Certificate Examination (10+2 Scheme), from a recognized board in science group with minimum marks as prescribed by the concerned regulatory authority, would be mandatory for admission in the Program.
- Notwithstanding anything contained in the above-mentioned rules, the eligibility criteria will be as decided by the Governing Body and the Academic Council from time to time, in accordance with the concerned regulatory body.
- Admissions shall be according to the criteria made by the Admission Committee and the concerned regulatory authority.

3. CRITERIA FOR SELECTION

Admissions shall take place on the criteria approved by the Admission Committee and Vice Chancellor. (As per Ordinance No.01)

4. NUMBER OF SEATS

Will be decided from time to time by the University Academic Council as per guidelines of the concerned Regulatory Authority and other statutory bodies as and where applicable.

5. COMMENCEMENT & DURATION

- Scheduled period for the completion of B.Com Program is **3 years**, based on either semester or Annual exam system.
- Maximum duration of Program completion is **6 years**.
- Semester system will comprise of 2 semesters with each semester consisting minimum 90 teaching days and annual system will consist of minimum 180 teaching days.
- The Programs shall generally commence in July/August every year. Other than under Exceptional circumstances.
- 10 day vacation will be given as break in semester system and 5 days after half yearly and 15 day after annual exam shall be granted to the students.

6. FEE STRUCTURE

- All the fees categories including Program fee and the examination fee shall be determined by the University from time to time and shall be payable by the students at the beginning of each semester.
- Registrar shall notify the quantum of fees payable and the schedule of registration before the start of each semester.
- Fees, once paid, and if student has started attending the classes, will not be refundable in any case except for the caution money. In some cases of genuine hardship, the Vice-Chancellor may permit an extension in the last date of payment of fees, however all the students shall be required to pay the prescribed fee before the start of examination. In case any student has been allowed to appear in the examination, the result of such student shall be withheld till all his dues are cleared.
- The fees shall be applicable as per approval of Board of Management from time to time with the approval of MPPURC.

7. MEDIUM OF INSTRUCTION

Medium of instruction and examinations would be English/Hindi as per the choice filled by the student, in accordance to the guidelines prescribed by regulatory authority.

8. ATTENDANCE

Regular students, to be eligible to appear in the University examination, are required to attend a minimum of 75% theory classes and 75% practical classes, in each semester.

9. EXAMINATIONS

- Internal Assessment** shall be based on class work/assignments/attendance.
- Mid Sem or half yearly Examination:** Two mid semester examinations shall be conducted in each Semester and marks of the best of two will be considered for the final result of that semester or half yearly exam in case of Yearly exam would be conducted.
- University Examination:** shall be conducted as per Ordinance No. 03 & 04. Details of subjects and credits shall be prescribed as per the scheme duly approved by the Academic Council and concerned Board of Studies.

10. ASSESSMENT SYSTEM

The University can decide on the grade or percentage of marks required to pass in a course and also the CGPA required to qualify for a degree as per regulatory authority guidelines, taking into consideration, the recommendations of the concerned statutory professional council.

11. DEGREE/ GRADE SHEET

- a. Student shall be declared eligible for the award of the 3-year Degree, if he/she fulfills all requirements set by regulatory authority.
- b. Student shall be eligible for award of Degree subject to passing the Program and all courses within the stipulated time period.

12. GENERAL INSTRUCTIONS

- a. Board of Management of the University shall be the competent authority to make decisions on the matters which are not covered in this ordinance.
- b. The subject to be studied in different semesters includes industrial training, projects, etc. shall be as per the University schemes, approved by Board of Studies and the board of Management of the University and in accordance with the norms of concerned regulatory authority.
- c. Notwithstanding anything stated in this Ordinance for any unforeseen issues arising and not covered by this Ordinance or in the event of differences of interpretation, the Vice-Chancellor may take a decision after obtaining, if necessary, the opinion/advice of a Committee, consisting of the Principal/Dean of the concerned Department. The decision of the Vice-Chancellor shall be final.
- d. The Reservation of SC/ST/Other category candidates shall be applicable as per the norms of the State Government of Madhya Pradesh and/or the Government of India.

EKLAVYA UNIVERSITY
ORDINANCE NO. 26
MASTER OF SCIENCE (M.Sc.)
2-YEAR DEGREE P.G. PROGRAM

1. NAME OF PROGRAM & APPLICABILITY

- a. 2-Year **Master of Science (M.Sc.) Degree Program** shall be quoted simply 'Program' hereafter in this ordinance, subject to the recommendation of the respective Board of Studies and as per norms of the concerned Regulatory Authority. The Board of Studies is authorized to recommend further additions/alterations in this Ordinance with the approval of MPPURC and Government of M.P.
- b. Name of the Faculty/ Board of Studies is **School of Basic & Applied Sciences** and the Department shall be **Department of Chemistry, Physics, Maths, Microbiology, Biotechnology, Biochemistry, Forensic Science and Geology**.
- c. The degree will include areas of study/subjects/specializations as specified in ordinance 12 and as recommended by the Academic Council and concerned Board of Studies of the University.

2. ELIGIBILITY FOR ADMISSION

Candidates possessing following minimum qualifications shall be eligible for admission:

- a. Minimum qualification for admission in **Master of Science (M.Sc.) Post Graduate** Program shall be the qualifying Graduation Degree with relevant subjects (also securing pass marks in these relevant subjects individually) conducted by any recognized University.
- b. Notwithstanding anything contained in the above-mentioned rules, the eligibility criteria will be as decided by the Governing Body and the Academic Council from time to time, in accordance with the concerned regulatory body.
- c. Admissions shall be according to the criteria made by the Admission Committee and the concerned regulatory authority.

3. CRITERIA FOR SELECTION

Admissions shall take place on the criteria approved by the Admission Committee and Vice Chancellor. (As per Ordinance No.01)

4. NUMBER OF SEATS

Will be decided from time to time by the University Academic Council as per guidelines of the concerned Regulatory Authority and other statutory bodies as and where applicable.

5. COMMENCEMENT & DURATION

- a. Scheduled period for the completion of M.Sc. Program is **2 years**.
- b. Maximum duration of Program completion is **4 years**.
- c. Each Academic year shall comprise of 2 semesters each.
- d. The Programs shall generally commence in July/August every year. Other than under Exceptional circumstances.
- e. Each semester shall be spread over not less than 90 teaching days.
- f. Ten day vacation as semester break shall be granted to the students between two semesters.

6. FEE STRUCTURE

- a. All the fees categories including Program fee and the examination fee shall be determined by the University from time to time and shall be payable by the students at the beginning of each semester.
- b. Registrar shall notify the quantum of fees payable and the schedule of registration before the start of each semester.
- c. Fees, once paid, and if student has started attending the classes, will not be refundable in any case except for the caution money. In some cases of genuine hardship, the Vice-Chancellor may permit an extension in the last date of payment of fees, however all the students shall be required to pay the prescribed fee before the start of examination. In case any student has been allowed to appear in the examination, the result of such student shall be withheld till all his dues are cleared.
- d. The fees shall be applicable as per approval of Board of Management from time to time with the approval of MPPURC.

7. MEDIUM OF INSTRUCTION

Medium of instruction and examinations would be English/Hindi as per the choice filled by the student, in accordance to the guidelines prescribed by regulatory authority.

8. ATTENDANCE

Regular students, to be eligible to appear in the University examination, are required to attend a minimum of 75% theory classes and 75% practical classes, in each semester.

9. EXAMINATIONS

- a. **Internal Assessment** shall be based on class work/assignments/attendance.
- b. **Mid Sem or half yearly Examination:** One half yearly exam in case of Yearly exam and two mid semester examinations shall be conducted in each Semester and marks of the best of two will be considered for the final result of that semester.
- c. **University Examination:** shall be conducted as per Ordinance No. 03 & 04. Details of subjects and credits shall be prescribed as per the scheme duly approved by the Academic Council.

10. ASSESSMENT SYSTEM

The University can decide on the grade or percentage of marks required to pass in a course and also the CGPA required to qualify for a degree as per regulatory authority guidelines, taking into consideration, the recommendations of the concerned statutory professional council.

11. DEGREE / GRADE SHEET

- a. Student shall be declared eligible for the award of the 2-year Degree, if he/she fulfills all requirements set by regulatory authority.
- b. Student shall be eligible for award of degree subject to passing the Program and all courses within the stipulated time period.

12. GENERAL INSTRUCTIONS

- a. Board of Management of the University shall be the competent authority to make decisions on the matters which are not covered in this ordinance.
- b. The subject to be studied in different semesters includes industrial training, Projects, etc. shall be as per the University schemes, approved by Board of

- Studies and the board of Management of the University and in accordance with the norms of regulatory authority.
- c. Notwithstanding anything stated in this Ordinance for any unforeseen issues arising and not covered by this Ordinance or in the event of differences of interpretation, the Vice-Chancellor may take a decision after obtaining, if necessary, the opinion/advice of a Committee, consisting of the Principal/Dean of the concerned Department. The decision of the Vice-Chancellor shall be final.
 - d. The Reservation of SC/ST/Other category candidates shall be applicable as per the norms of the State Government of Madhya Pradesh and/or the Government of India.

EKLAVYA UNIVERSITY
ORDINANCE NO. 27
BACHELOR OF COMPUTER APPLICATION (BCA)
3-YEAR DEGREE COURSE

1. NAME OF PROGRAM & APPLICABILITY

- a. 3-Year **Bachelor of Computer Application (BCA) Degree Course** shall be quoted simply 'Program' hereafter in this ordinance, subject to the recommendation of the respective Board of Studies and as per norms of the concerned regulatory authority. The Board of Studies is authorized to recommend further additions/alterations in this Ordinance with the approval of MPPURC and Government of M.P.
- b. Name of the Faculty/ Board of Studies is **School of Basic & Applied Sciences** and the Department shall be **Department of Computer Application**.
- c. The degree will include areas of study/subjects/specializations as specified in ordinance 12 and as recommended by the Academic Council and concerned Board of Studies of the University.

2. ELIGIBILITY FOR ADMISSION

- a. Minimum qualification for admission in **Bachelor of Computer Application (BCA) Degree Program** shall be the pass in qualifying Higher Secondary School Certificate Examination (10+2) scheme with PCM (also securing pass marks in these relevant subjects individually), from a recognized Board.
- b. Notwithstanding anything contained in the above-mentioned rules, the eligibility criteria will be as decided by the Governing Body and the Academic Council from time to time, in accordance with the concerned regulatory body.
- c. Admissions shall be according to the criteria made by the Admission Committee and the concerned regulatory authority.

3. CRITERIA FOR SELECTION

Admissions shall take place on the criteria approved by the Admission Committee and Vice Chancellor. (As per Ordinance No.01)

4. NUMBER OF SEATS

Will be decided from time to time by the University Academic Council as per guidelines of the concerned regulatory authority and other statutory bodies as and where applicable.

5. COMMENCEMENT & DURATION

- a. Scheduled period for the completion of BCA Program is **3 years**.
- b. Maximum duration of Program completion is **6 years**.
- c. Each Academic year shall comprise of 2 semesters each.
- d. The Programs shall generally commence in July/August every year. Barring exceptional circumstances.
- e. Each semester shall be spread over not less than 90 teaching days.
- f. Ten day vacation as semester break shall be granted to the students between two semesters.

6. FEE STRUCTURE

- a. All the fees categories including Program fee and the examination fee shall be determined by the University from time to time and shall be payable by the students at the beginning of each semester.
- b. Registrar shall notify the quantum of fees payable and the schedule of registration before the start of each semester.
- c. Fees, once paid, and if student has started attending the classes, will not be refundable in any case except for the caution money. In some cases of genuine hardship, the Vice-Chancellor may permit an extension in the last date of payment of fees, however all the students shall be required to pay the prescribed fee before the start of examination. In case any student has been allowed to appear in the examination, the result of such student shall be withheld till all his dues are cleared.
- d. The fees shall be applicable as per approval of Board of Management from time to time with the approval of MPPURC.

7. MEDIUM OF INSTRUCTION

Medium of instruction and examinations would be English/Hindi as per the choice filled by the student, in accordance to the guidelines prescribed by regulatory authority.

8. ATTENDANCE

Regular students, to be eligible to appear in the University examination, are required to attend a minimum of 75% theory classes and 75% practical classes, in each semester.

9. EXAMINATIONS

- a. **Internal Assessment** shall be based on class work/assignments/attendance.
- b. **Mid Sem or half yearly Examination:** One half yearly exam in case of Yearly exam and two mid semester examinations shall be conducted in each Semester and marks of the best of two will be considered for the final result of that semester
- c. **University Examination:** shall be conducted as per Ordinance No. 03 & 04. Details of subjects and credits shall be prescribed as per the scheme duly approved by the Academic Council and concerned Board of Studies.

10. ASSESSMENT SYSTEM

The University can decide on the grade or percentage of marks required to pass in a course and also the CGPA required to qualify for a degree as per regulatory authority guidelines, taking into consideration, the recommendations of the concerned statutory professional council.

11. DEGREE/GRADE SHEET

- a. Student shall be declared eligible for the award of the three years Degree, if he/she fulfills all requirements set by regulatory authority.
- b. Student shall be eligible for award of Degree subject to passing the Program and all courses within the stipulated time period.

12. GENERAL INSTRUCTIONS

- a. Board of Management of the University shall be the competent authority to make decisions on the matters which are not covered in this ordinance.
- b. The subject to be studied in different semesters includes industrial training, projects, etc. shall be as per the University schemes, approved by Board of Studies and the board of Management of the University and in accordance with the norms of concerned regulatory authority.
- c. Notwithstanding anything stated in this Ordinance for any unforeseen issues arising and not covered by this Ordinance or in the event of differences of interpretation, the Vice-Chancellor may take a decision after obtaining, if necessary, the opinion/advice of a Committee, consisting of the Principal/Dean of the concerned Department. The decision of the Vice-Chancellor shall be final.
- d. The Reservation of SC/ST/Other category candidates shall be applicable as per the norms of the State Government of Madhya Pradesh and/or the Government of India.

**EKLAVYA UNIVERSITY
ORDINANCE NO. 28**

**MASTER OF COMPUTER APPLICATION (MCA)
2-YEAR POST GRADUATE DEGREE COURSE**

1. NAME OF PROGRAM & APPLICABILITY

- a. 2-Year **Master of Computer Application (MCA) Degree Course** shall be quoted simply 'Program' hereafter in this ordinance, subject to the recommendation of the respective Board of Studies and as per norms of the concerned regulatory authority. The Board of Studies is authorized to recommend further additions/alterations in this Ordinance with the approval of MPPURC and Government of M.P.
- b. Name of the Faculty/ Board of Studies is **School of Basic & Applied Sciences** and the Department shall be **Department of Computer Application**.
- c. The degree will include areas of study/subjects/specializations as recommended by the Academic Council and concerned Board of Studies of the University.

2. ELIGIBILITY FOR ADMISSION

- a. Minimum qualification for admission in **Master of Computer Application (MCA) Post Graduate Program** shall be the qualifying Graduation Degree with relevant subjects (also securing pass marks in these relevant subjects individually) conducted by any recognized University/council.
- b. Candidates who have qualified the Graduate course in related course of program from university or equivalent shall also be eligible for admission in the Program, Although, Minimum qualification for direct admission to second year of this program termed as Lateral Entry shall be as per the prevalent norms of the Government of Madhya Pradesh or Central Government or any other competent authority.

- c. Notwithstanding anything contained in the above-mentioned rules, the eligibility criteria will be as decided by the Governing Body and the Academic Council from time to time, in accordance with the concerned regulatory authority/council.
- d. Admissions shall be according to the criteria made by the Admission Committee and the concerned regulatory authority.

3. CRITERIA FOR SELECTION

Admissions shall take place on the criteria approved by the Committee and Vice Chancellor. (As per Ordinance No.01)

4. NUMBER OF SEATS

Will be decided from time to time by the University Academic Council as per guidelines of the concerned regulatory authority and other statutory bodies as and where applicable.

5. COMMENCEMENT & DURATION

- a. Scheduled period for the completion of MCA Program is **2 years**.
- b. Maximum duration of Program completion is **4 years**.
- c. Each Academic year shall comprise of 2 semesters each.
- d. The Programs shall generally commence in July/August every year. Barring exceptional circumstances.
- e. Each semester shall be spread over not less than 90 teaching days.
- f. Ten day vacation as semester break shall be granted to the students between two semesters.

6. FEE STRUCTURE

- a. All the fees categories including Program fee and the examination fee shall be determined by the University from time to time and shall be payable by the students at the beginning of each semester.
- b. Registrar shall notify the quantum of fees payable and the schedule of registration before the start of each semester.
- c. Fees, once paid, and if student has started attending the classes, will not be refundable in any case except for the caution money. In some cases of genuine hardship, the Vice-Chancellor may permit an extension in the last date of payment of fees, however all the students shall be required to pay the prescribed fee before the start of examination. In case any student has been allowed to appear in the examination, the result of such student shall be withheld till all his dues are cleared.
- d. The fees shall be applicable as per approval of Board of Management from time to time with the approval of MPPURC.

7. MEDIUM OF INSTRUCTION

Medium of instruction and examinations would be English/Hindi as per the choice filled by the student, in accordance to the guidelines prescribed by regulatory authority.

8. ATTENDANCE

Regular students, to be eligible to appear in the University examination, are required to attend a minimum of 75% theory classes and 75% practical classes in each semester.

9. EXAMINATIONS

- a. **Internal Assessment** shall be based on class work/assignments/attendance.
- b. **Mid Sem or half yearly Examination:** One half yearly exam in case of Yearly exam and two mid semester examinations shall be conducted in each Semester and marks of the best of two will be considered for the final result of that semester
- c. **University Examination:** shall be conducted as per Ordinance No. 03 & 04. Details of subjects and credits shall be prescribed as per the scheme duly approved by the Academic Council and concerned Board of Studies.

10. ASSESSMENT SYSTEM

The University can decide on the grade or percentage of marks required to pass in a course and also the CGPA required to qualify for a degree as per regulatory authority guidelines, taking into consideration, the recommendations of the concerned statutory professional council.

11. DEGREE/GRADE SHEET

- a. Student shall be declared eligible for the award of the two years Degree, if he/she fulfills all requirements set by regulatory authority.
Student shall be eligible for award of Degree subject to passing the Program and all courses within the stipulated time period.

12. GENERAL INSTRUCTIONS

- a. Board of Management of the University shall be the competent authority to make decisions on the matters which are not covered in this ordinance.
- b. The subject to be studied in different semesters includes industrial training, projects, etc. shall be as per the University schemes, approved by Board of Studies and the board of Management of the University and in accordance with the norms of concerned regulatory authority.
- c. Notwithstanding anything stated in this Ordinance for any unforeseen issues arising and not covered by this Ordinance or in the event of differences of interpretation, the Vice-Chancellor may take a decision after obtaining, if necessary, the opinion/advice of a Committee, consisting of the Principal/Dean of the concerned Department. The decision of the Vice-Chancellor shall be final.
- d. The Reservation of SC/ST/Other category candidates shall be applicable as per the norms of the State Government of Madhya Pradesh and/or the Government of India.

EKLAVYA UNIVERSITY
ORDINANCE NO. 29
DIPLOMA IN COMPUTER APPLICATION (DCA)
1-YEAR DIPLOMA COURSE

1. NAME OF PROGRAM & APPLICABILITY

- a. 1-Year **Diploma in Computer Application (DCA) Course** shall be quoted simply 'Program' hereafter in this ordinance, subject to the recommendation of the respective Board of Studies and as per norms of the concerned regulatory authority. The Board of Studies is authorized to recommend further additions/alterations in this Ordinance with the approval of MPPURC and Government of M.P.
- b. Name of the Faculty/ Board of Studies is **School of Basic & Applied Sciences** and the Department shall be **Department of Computer Application**.
- c. The diploma will include areas of study/subjects/specializations as recommended by the Academic Council and concerned Board of Studies of the University.

2. ELIGIBILITY FOR ADMISSION

- a. Passed 10+2 with any subject from a recognized Board (also securing minimum pass mark in the relevant subjects as per the norms of concerned regulatory authority /council) would be mandatory for admission in Diploma in Computer Application (DCA) program.
- b. Notwithstanding anything contained in the above-mentioned rules, the eligibility criteria will be as decided by the Governing Body and the Academic Council from time to time, in accordance with the concerned regulatory body.
- c. Admissions shall be according to the criteria made by the Admission Committee and the concerned regulatory authority.

3. CRITERIA FOR SELECTION

Admissions shall take place on the criteria approved by the admission Committee and Vice Chancellor. (As per Ordinance No.01)

4. NUMBER OF SEATS

Will be decided from time to time by the University Academic Council as per guidelines of the concerned regulatory authority and other statutory bodies as and where applicable.

5. COMMENCEMENT & DURATION

- a. Scheduled period for the completion of DCA Program is **1 year**.
- b. Maximum duration of Program completion is **2 years**.
- c. Each Academic year shall comprise of 2 semesters each.
- d. The Programs shall generally commence in July/August every year. Barring exceptional circumstances.
- e. Each semester shall be spread over not less than 90 teaching days.
- f. Ten day vacation as semester break shall be granted to the students between two semesters.

6. FEE STRUCTURE

- a. All the fees categories including Program fee and the examination fee shall be

- determined by the University from time to time and shall be payable by the students at the beginning of each semester.
- Registrar shall notify the quantum of fees payable and the schedule of registration before the start of each semester.
 - Fees, once paid, and if student has started attending the classes, will not be refundable in any case except for the caution money. In some cases of genuine hardship, the Vice-Chancellor may permit an extension in the last date of payment of fees, however all the students shall be required to pay the prescribed fee before the start of examination. In case any student has been allowed to appear in the examination, the result of such student shall be withheld till all his dues are cleared.
 - The fees shall be applicable as per approval of Board of Management from time to time with the approval of MPPURC.

7. MEDIUM OF INSTRUCTION

Medium of instruction and examinations would be English/Hindi as per the choice filled by the student, in accordance to the guidelines prescribed by regulatory authority.

8. ATTENDANCE

Regular students, to be eligible to appear in the University examination, are required to attend a minimum of 75% theory classes and 75% practical classes, in each semester.

9. EXAMINATIONS

- Internal Assessment** shall be based on class work/assignments/attendance.
- Mid Sem or half yearly Examination:** One half yearly exam in case of Yearly exam and two mid semester examinations shall be conducted in each Semester and marks of the best of two will be considered for the final result of that semester
- University Examination:** shall be conducted as per Ordinance No. 03 & 04. Details of subjects and credits shall be prescribed as per the scheme duly approved by the Academic Council.

10. ASSESSMENT SYSTEM

The University can decide on the grade or percentage of marks required to pass in a course and also the CGPA required to qualify for a diploma as per regulatory authority guidelines, taking into consideration, the recommendations of the concerned statutory professional council.

11. DIPLOMA/GRADE SHEET

- Student shall be declared eligible for the award of the one year Diploma, if he/she fulfills all requirements set by regulatory authorities.
- Student shall be eligible for award of Diploma subject to passing the Program and all courses within the stipulated time period.

12. GENERAL INSTRUCTIONS

- Board of Management of the University shall be the competent authority to make decisions on the matters which are not covered in this ordinance.
- The subject to be studied in different semesters includes industrial training, projects, etc. shall be as per the University schemes, approved by Board of

- Studies and the board of Management of the University and in accordance with the norms of concerned regulatory authority.
- c. Notwithstanding anything stated in this Ordinance for any unforeseen issues arising and not covered by this Ordinance or in the event of differences of interpretation, the Vice-Chancellor may take a decision after obtaining, if necessary, the opinion/advice of a Committee, consisting of the Principal/Dean of the concerned Department. The decision of the Vice-Chancellor shall be final.
 - d. The Reservation of SC/ST/Other category candidates shall be applicable as per the norms of the State Government of Madhya Pradesh and/or the Government of India.

**EKLAVYA UNIVERSITY
ORDINANCE NO. 30**

**POST GRADUATE DIPLOMA IN COMPUTER APPLICATION (PGDCA)
1-YEAR POST GRADUATE DIPLOMA COURSE**

1. NAME OF PROGRAM & APPLICABILITY

- a. 1-Year **Post Graduate Diploma in Computer Application (PGDCA) Course** shall be quoted simply 'Program' hereafter in this ordinance, subject to the recommendation of the respective Board of Studies and as per norms of the concerned regulatory authority. The Board of Studies is authorized to recommend further additions/ alterations in this Ordinance with the approval of MPPURC and Government of M.P.
- b. Name of the Faculty/ Board of Studies is **School of Basic & Applied Sciences** and the Department shall be **Department of Computer Application**.
- c. The P.G. Diploma will include areas of study/subjects/specializations as recommended by the Academic Council and concerned Board of Studies of the University.

2. ELIGIBILITY FOR ADMISSION

- a. Graduate with any subject (relevant subjects if required by concerned by regulatory authority) from a recognized University with minimum pass marks would be mandatory for admission in the program.
- b. Notwithstanding anything contained in the above-mentioned rules, the eligibility criteria will be as decided by the Governing Body and the Academic Council from time to time, in accordance with the concerned regulatory authority/council.
- c. Admissions shall be according to the criteria made by the Admission Committee and the concerned regulatory authority.

3. CRITERIA FOR SELECTION

Admissions shall take place on the criteria approved by the Admission Committee and Vice Chancellor. (As per Ordinance No.01)

4. NUMBER OF SEATS

Will be decided from time to time by the University Academic Council as per guidelines of the concerned regulatory authority and other statutory bodies as and where applicable.

5. COMMENCEMENT & DURATION

- a. Scheduled period for the completion of PGDCA Program is **1 year**.
- b. Maximum duration of Program completion is **2 years**.
- c. Each Academic year shall comprise of 2 semesters each.
- d. The Programs shall generally commence in July/August every year. Other than under Exceptional circumstances.
- e. Each semester shall be spread over not less than 90 teaching days.
- f. Ten day vacation as semester break shall be granted to the students between two semesters.

6. FEE STRUCTURE

- a. All the fees categories including Program fee and the examination fee shall be determined by the University from time to time and shall be payable by the students at the beginning of each semester.
- b. Registrar shall notify the quantum of fees payable and the schedule of registration before the start of each semester.
- c. Fees, once paid, and if student has started attending the classes, will not be refundable in any case except for the caution money. In some cases of genuine hardship, the Vice-Chancellor may permit an extension in the last date of payment of fees, however all the students shall be required to pay the prescribed fee before the start of examination. In case any student has been allowed to appear in the examination, the result of such student shall be withheld till all his dues are cleared.
- d. The fees shall be applicable as per approval of Board of Management from time to time with the approval of MPPURC.

7. MEDIUM OF INSTRUCTION

Medium of instruction and examinations would be English/Hindi as per the choice filled by the student, in accordance to the guidelines prescribed by regulatory authority.

8. ATTENDANCE

Regular students, to be eligible to appear in the University examination, are required to attend a minimum of 75% theory classes and 75% practical classes, in each semester.

9. EXAMINATIONS

- a. **Internal Assessment** shall be based on class work/assignments/attendance.
- b. **Mid Sem or half yearly Examination:** One half yearly exam in case of Yearly exam and two mid semester examinations shall be conducted in each Semester and marks of the best of two will be considered for the final result of that semester
- c. **University Examination:** shall be conducted as per Ordinance No. 03 & 04. Details of subjects and credits shall be prescribed as per the scheme duly approved by the Academic Council and concerned Board of Studies.

10. ASSESSMENT SYSTEM

The University can decide on the grade or percentage of marks required to pass in a course and also the CGPA required to qualify for a diploma as per regulatory authority guidelines, taking into consideration, the recommendations of the concerned statutory professional council.

11. DIPLOMA/GRADE SHEET

- a. Student shall be declared eligible for the award of the one year Post Graduate Diploma, if he/she fulfills all requirements set by regulatory authority.
- b. Student shall be eligible for award of Diploma subject to passing the Program and all courses within the stipulated time period.

12. GENERAL INSTRUCTIONS

- a. Board of Management of the University shall be the competent authority to make decisions on the matters which are not covered in this ordinance.

Studies and the board of Management of the University and in accordance with the norms of concerned regulatory authority.

- c. Notwithstanding anything stated in this Ordinance for any unforeseen issues arising and not covered by this Ordinance or in the event of differences of interpretation, the Vice-Chancellor may take a decision after obtaining, if necessary, the opinion/advice of a Committee, consisting of the Principal/Dean of the concerned Department. The decision of the Vice-Chancellor shall be final.
- d. The Reservation of SC/ST/Other category candidates shall be applicable as per the norms of the State Government of Madhya Pradesh and/or the Government of India.

EKLAVYA UNIVERSITY**ORDINANCE NO. 31**

**BACHELOR OF SCIENCE (HONOURS) IN AGRICULTURE
4-YEAR DEGREE PROGRAM**

1. NAME OF PROGRAM & APPLICABILITY

- a. 4-Year **Bachelor of Science (Honours) in Agriculture Degree Program (B.Sc. (Hons.) Ag.)** shall be quoted simply 'Program' hereafter in this ordinance, subject to the recommendation of the respective Board of Studies and as per norms of the concerned Regulatory Authority. The Board of Studies is authorized to recommend further additions/alterations in this Ordinance with the approval of MP PURC and Government of M.P.
- b. Name of the Faculty/ Board of Studies is **School of Agriculture** and the Department shall be **Department of Agriculture**.
- c. The Degree will include areas of study/subjects/specializations as per the V Dean's Committee Report, ICAR recommended by the Academic Council and concerned Board of Studies of the University.

2. ELIGIBILITY FOR ADMISSION

- a. Candidates possessing following minimum qualifications shall be eligible for admission:
 - Higher Secondary School Certificate Examination (i.e. 10+2 Scheme), from a recognized Board with Physics, Chemistry & Biology/ Mathematics/ Agriculture group with minimum percentage of marks as per the criteria of the state Government would be mandatory for admission in B.Sc. Honours Agriculture Program.
- b. Notwithstanding anything contained in the above-mentioned rules, the eligibility criteria will be as decided by the Governing Body and the Academic Council from time to time, in accordance with the concerned Regulatory Authority, ICAR.
- c. Admissions shall be according to the criteria made by the Admission Committee and the concerned Regulatory Authority, ICAR.

3. CRITERIA FOR SELECTION

Admissions shall take place on the criteria approved by the Admission Committee and Vice Chancellor. (As per Ordinance No. 01)

4. NUMBER OF SEATS

Will be decided from time to time by the University Academic Council as per guidelines of the concerned Regulatory Authority and other statutory bodies as and where applicable.

5. COMMENCEMENT & DURATION

- Scheduled period for the completion of B.Sc. (Hons.) Ag. Program is **4 years**.
- Maximum duration of Program completion is **8 years**.
- Each Academic year shall comprise of 2 semesters each.
- The Programs shall generally commence in July/August every year. Other than under Exceptional circumstances.
- Each semester shall be spread over not less than 90 teaching days.
- Ten day vacation as semester break shall be granted to the students between two semesters.

6. FEE STRUCTURE

- All the fees categories including Program fee and the examination fee shall be determined by the University from time to time and shall be payable by the students at the beginning of each semester.
- Registrar shall notify the quantum of fees payable and the schedule of registration before the start of each semester.
- Fees, once paid, and if student has started attending the classes, will not be refundable in any case except for the caution money. In some cases of genuine hardship, the Vice-Chancellor may permit an extension in the last date of payment of fees, however all the students shall be required to pay the prescribed fee before the start of examination. In case any student has been allowed to appear in the examination, the result of such student shall be withheld till all his dues are cleared.
- The fees shall be applicable as per approval of Board of Management from time to time with the approval of MPPURC.

7. MEDIUM OF INSTRUCTION

Medium of instruction and examinations would be English/Hindi as per the choice filled by the student, in accordance to the guidelines prescribed by regulatory authority.

8. ATTENDANCE

Regular students, to be eligible to appear in the University examination, are required to attend a minimum of 75% theory classes and 75% practical classes, in each semester.

9. EXAMINATION

- Internal Assessment:** shall be based on Theory/Practicals/assignments/attendance as per the norms of regulatory authority, ICAR (V Dean's Committee, ICAR)
- Mid Semester Examination:** Two mid semester examinations shall be conducted in each Semester and marks of the best of two will be considered for the final result of that semester or half yearly exam in case of Yearly exam would be conducted.
- University Examination:** shall be conducted as per the guidelines prescribed by the regulatory authority, ICAR (V Dean's Committee, ICAR). Details of subjects and credits shall be prescribed as per the scheme duly approved by the Academic Council and concerned Board of Studies.

10. ASSESSMENT SYSTEM:

Evaluation to be done internally by the faculty other than the Course Instructor. Syllabus of the concerned course shall be sent to the external examiner, who shall prepare the question papers. For practical, it is recommended that examination shall be conducted by course instructor(s) and one teacher nominated by HOD.

Degree	Percentage of Marks Obtained	Conversion into Points
ALL	100	10 Points
	90 to <100	9 to <10

	80 to <90	8 to <9
	70 to <80	7 to <8
	60 to <70	6 to <7
	50 to <60	5 to <6
	<50 (Fail)	<5
	Eg. 80.76	8.076
	43.60	4.360
	72.50 (but shortage in attendance)	Fail (1 point)

CGPA	Division
5.000 – 5.999	Pass
6.000 – 6.999	II division
7.000 – 7.999	I division
8.000 and above	I division with distinction

11. DEGREE/GRADE SHEET

- Student shall be declared eligible for the award of the four-year Degree, if he/she fulfills all requirements set by Regulatory Authority.
- Student shall be eligible for award of Degree subject to passing the Program and all courses within the stipulated time period.

12. GENERAL INSTRUCTIONS

- Board of Management of the University shall be the competent authority to make decisions on the matters which are not covered in this ordinance.
- The subject to be studied in different semesters includes industrial training, projects, etc. shall be as per the University schemes, approved by Board of Studies and the board of Management of the University and in accordance with the norms of concerned regulatory authority.
- Notwithstanding anything stated in this Ordinance for any unforeseen issues arising and not covered by this Ordinance or in the event of differences of interpretation, the Vice-Chancellor may take a decision after obtaining, if necessary, the opinion/advice of a Committee, consisting of the Principal/Dean of the concerned Department. The decision of the Vice-Chancellor shall be final.
- The Reservation of SC/ST/Other category candidates shall be applicable as per the norms of the State Government of Madhya Pradesh and/or the Government of India.

EKLAVYA UNIVERSITY
ORDINANCE NO. 32
MASTER OF SCIENCE IN AGRICULTURE
2-YEAR DEGREE PROGRAM

1. NAME OF PROGRAM & APPLICABILITY

- a. 2-Year **Master of Science in Agriculture (M.Sc. Ag.) Degree Program** in the subjects of Agronomy/Agril. Economics/ Agril. Engineering/ Agril. Extension and Communication/Entomology/ Horticulture/ Plant Breeding & Genetics/ Plant Pathology/ Soil Science & Agril. Chemistry shall be quoted simply 'Program' hereafter in this ordinance, subject to the recommendation of the respective Board of Studies and as per norms of the V Dean's Committee, ICAR and concerned Regulatory Authority. The Board of Studies is authorized to recommend further additions/alterations in this Ordinance with the approval of MPPURC and Government of M.P.
- b. Name of the Faculty **School of Agriculture Sciences** and the Department shall be **Department of Agronomy/Agril. Economics/ Agril. Engineering/ Agril. Extension and Communication/Entomology/ Horticulture/ Plant Breeding & Genetics/ Plant Pathology/ Soil Science & Agril. Chemistry**. Areas of study will evolve from time to time as per the decision of the university academic council, in accordance with the concerned regulatory authority/council.
- c. The Degree will include areas of study/subjects/specializations as recommended by the Academic Council and concerned Board of Studies of the University in the framework of Regulatory Authority, ICAR.

2. ELIGIBILITY FOR ADMISSION

- a. Candidates possessing following minimum qualifications shall be eligible for admission:
 - Graduate with 4-Year degree program in a relevant subject of Agriculture (also securing pass marks in the relevant subjects as per norms of concerned regulatory authority/council) minimum pass marks from any recognized University.
- b. Notwithstanding anything contained in the above-mentioned rules, the eligibility criteria will be as decided by the Governing Body and the Academic Council from time to time, in accordance with the concerned Regulatory Authority, ICAR.
- c. Admissions shall be according to the criteria made by the Admission Committee and the concerned Regulatory Authority, ICAR.

3. CRITERIA FOR SELECTION

Admissions shall take place on the criteria approved by the Admission Committee and Vice Chancellor. (As per Ordinance No. 01)

4. NUMBER OF SEATS

Will be decided from time to time by the University Academic Council as per guidelines of the concerned Regulatory Authority and other statutory bodies as and where applicable.

5. COMMENCEMENT & DURATION

- a. Scheduled period for the completion of M.Sc. Ag. Program is **2 years**.

- b. Maximum duration of Program completion is **4 years**.
- c. Each Academic year shall comprise of 2 semesters each.
- d. The Programs shall generally commence in July/August every year, other than under exceptional circumstances.
- e. Each semester shall be spread over not less than 90 teaching days.
- f. Ten day vacation as semester break shall be granted to the students between two semesters.

6. FEE STRUCTURE

- a. All the fees categories including Program fee and the examination fee shall be determined by the University from time to time and shall be payable by the students at the beginning of each semester.
- b. Registrar shall notify the quantum of fees payable and the schedule of registration before the start of each semester.
- c. Fees, once paid, and if student has started attending the classes, will not be refundable in any case except for the caution money. In some **cases** of genuine hardship, the Vice-Chancellor may permit an extension in the last date of payment of fees, however all the students shall be required to pay the prescribed fee before the start of examination. In case any student has been allowed to appear in the examination, the result of such student shall **be** withheld till all his dues are cleared.
- d. The fees shall be applicable **as** per approval of Board of Management from time to time with the approval of MPPURC.

7. MEDIUM OF INSTRUCTION

Medium of instruction and examinations would be English/Hindi **as** per the choice filled by the student, in accordance to the guidelines prescribed by regulatory authority.

8. ATTENDANCE

Regular students, to be eligible to appear in the University examination, **are** required to attend a minimum of 75% theory classes and 75% practical classes, in each semester

10. EXAMINATION

- a. **Internal Assessment:** shall be based on Theory/Practicals/assignments/attendance **as** per the norms of regulatory authority, ICAR (V Dean's Committee, ICAR)
- b. **Mid Semester Examination:** Two mid semester examinations shall be conducted in each Semester and marks of the best of two will be considered for the final result of that semester or half yearly exam in case of Yearly exam would be conducted.
- c. **University Examination:** shall be conducted **as** per the guidelines prescribed by the regulatory authority, ICAR (V Dean's Committee, ICAR). Details of subjects and credits shall be prescribed as per the scheme duly approved by the Academic Council and concerned Board of Studies.

11. ASSESSMENT SYSTEM

Evaluation to be done internally by the faculty other than the Course Instructor. Syllabus of the concerned course shall be sent to the external examiner, who shall prepare the question papers. For practical, it is recommended that examination shall be conducted by course instructor(s) and one teacher nominated by HOD.

Degree	Percentage of Marks	Conversion into Points
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	Obtained	
ALL	100	10 Points
	90 to <100	9 to <10
	80 to <90	8 to <9
	70 to <80	7 to <8
	60 to <70	6 to <7
	50 to <60	5 to <6
	<50 (Fail)	<5
	Eg. 80.76	8.076
	43.60	4.360
	72.50 (but shortage in attendance)	Fail (1 point)

CGPA	Division
5.000 – 5.999	Pass
6.000 – 6.999	II division
7.000 – 7.999	I division
8.000 and above	I division with distinction

9. DEGREE/GRADE SHEET

- Student shall be declared eligible for the award of the two-year Degree, if he/she fulfills all requirements set by Regulatory Authorities.
- Student shall be eligible for award of Degree subject to passing the Program and all courses within the stipulated time period.

10. GENERAL INSTRUCTIONS

- Board of Management of the University shall be the competent authority to make decisions on the matters which are not covered in this ordinance.
- The subject to be studied in different semesters includes industrial training, projects, etc. shall be as per the University schemes, approved by Board of Studies and the board of Management of the University and in accordance with the norms of concerned regulatory authority.
- Notwithstanding anything stated in this Ordinance for any unforeseen issues arising and not covered by this Ordinance or in the event of differences of interpretation, the Vice-Chancellor may take a decision after obtaining, if necessary, the opinion/advice of a Committee, consisting of the Principal/Dean of the concerned Department. The decision of the Vice-Chancellor shall be final.
- The Reservation of SC/ST/Other category candidates shall be applicable as per the norms of the State Government of Madhya Pradesh and/or the Government of India.

EKLAVYA UNIVERSITY
ORDINANCE NO. 33
DIPLOMA IN AGRICULTURE
3-YEAR DIPLOMA PROGRAM

1. NAME OF PROGRAM & APPLICABILITY

- a. 3-Year **Diploma in Agriculture Program** shall be quoted simply 'Program' hereafter in this ordinance, subject to the recommendation of the respective Board of Studies and as per norms of the concerned Regulatory Authority. The Board of Studies is authorized to recommend further additions/alterations in this Ordinance with the approval of MPPURC and Government of M.P.
- b. Name of the Faculty/ Board of Studies is **School of Agriculture** and the Department shall be **Department of Agriculture**.
- c. The Diploma will include areas of study/subjects/specializations as recommended by the Academic Council and concerned Board of Studies of the University.

2. ELIGIBILITY FOR ADMISSION

- a. The minimum qualification for admission to the first semester Diploma in Agriculture would be passing 10th under (10+2) scheme with Science (Physics, Chemistry and Biology/ Mathematics) from any recognized Board.
- b. Notwithstanding anything contained in the above-mentioned rules, the eligibility criteria will be as decided by the Governing Body and the Academic Council from time to time, in accordance with the concerned Regulatory Authority, ICAR.
- c. Admissions shall be according to the criteria made by the Admission Committee and the concerned Regulatory Authority, ICAR.

3. CRITERIA FOR SELECTION

Admissions shall take place on the criteria approved by the Admission Committee and Vice Chancellor. (As per Ordinance No.01)

4. NUMBER OF SEATS

Will be decided from time to time by the University Academic Council as per guidelines of the concerned Regulatory Authority and other statutory bodies as and where applicable.

5. COMMENCEMENT & DURATION

- a. Scheduled period for the completion of Diploma in Agriculture Program is **3 years**.
- b. Maximum duration of Program completion is **6 years**.
- c. Each Academic year shall comprise of 2 semesters each.
- d. The Programs shall generally commence in July/August every year, other than under exceptional circumstances.
- e. Each semester shall be spread over not less than 90 teaching days.
- f. Ten day vacation as semester break shall be granted to the students between two semesters.

6. FEE STRUCTURE

- a. All the fees categories including Program fee and the examination fee shall be determined by the University from time to time and shall be payable by the students at the beginning of each semester.
- b. Registrar shall notify the quantum of fees payable and the schedule of registration before the start of each semester.
- c. Fees, once paid, and if student has started attending the classes, will not be refundable in any case except for the caution money. In some cases of genuine hardship, the Vice-Chancellor may permit an extension in the last date of payment of fees, however all the students shall be required to pay the prescribed fee before the start of examination. In case any student has been allowed to appear in the examination, the result of such student shall be withheld till all his dues are cleared.
- d. The fees shall be applicable as per approval of Board of Management from time to time with the approval of MPPURC.

7. MEDIUM OF INSTRUCTION

Medium of instruction and examinations would be English/Hindi as per the choice filled by the student, in accordance to the guidelines prescribed by regulatory authority.

8. ATTENDANCE

Regular students, to be eligible to appear in the University examination, are required to attend a minimum of 75% theory classes and 75% practical classes, in each semester.

9. EXAMINATIONS

- a. **Internal Assessment** shall be based on class work/assignments/attendance.
- b. **Half Yearly or Mid Semester Examination** One half yearly in yearly system and Two mid semester examinations for each theory & practical paper shall be conducted in each Semester and marks of the best of two will be considered for the final result of that semester.
- c. **University Examination:** shall be conducted as per Ordinance No. 03 & 04. Details of subjects and credits shall be prescribed as per the scheme duly approved by the Academic Council and concerned Board of Studies.

10. ASSESSMENT SYSTEM

The University can decide on the grade or percentage of marks required to pass in a course and also the CGPA required to qualify for a diploma as per regulatory authority guidelines, taking into consideration, the recommendations of the concerned statutory professional council.

11. DIPLOMA/GRADE SHEET

- a. Student shall be declared eligible for the award of the three years Diploma, if he/she fulfills all requirements set by Regulatory Authority.
- b. Student shall be eligible for award of Diploma subject to passing the Program and all courses within the stipulated time period.

12. GENERAL INSTRUCTIONS

- a. Board of Management of the University shall be the competent authority to make decisions on the matters which are not covered in this ordinance.
- b. The subject to be studied in different semesters includes industrial training, projects, etc. shall be as per the University schemes, approved by Board of Studies and the board of Management of the University and in accordance with the norms of concerned regulatory authority.
- c. Notwithstanding anything stated in this Ordinance for any unforeseen issues arising and not covered by this Ordinance or in the event of differences of interpretation, the Vice-Chancellor may take a decision after obtaining, if necessary, the opinion/advice of a Committee, consisting of the Principal/Dean of the concerned Department. The decision of the Vice-Chancellor shall be final.
- d. The Reservation of SC/ST/Other category candidates shall be applicable as per the norms of the State Government of Madhya Pradesh and/or the Government of India.

EKLAVYA UNIVERSITY
ORDINANCE NO. 34
BACHELOR OF PERFORMING ARTS (BPA)
4-YEAR PROFESSIONAL DEGREE COURSE

1. NAME OF PROGRAM & APPLICABILITY

- a. 4-Year **Bachelor of Performing Arts (BPA) Degree Course** shall be quoted simply 'Program' hereafter in this ordinance, subject to the recommendation of the respective Board of Studies and as per norms of the concerned Regulatory Authorities. The Board of Studies is authorized to recommend further additions/alterations in this Ordinance with the approval of MPPURC and Government of M.P.
- b. Name of the Faculty/ Board of Studies is **School of Arts & Humanities** and the Department shall be **Department of Performing Arts**.
- c. The degree will include areas of study/subjects/specializations as specified in ordinance 12 as recommended by the Academic Council and concerned Board of Studies of the University.

2. ELIGIBILITY FOR ADMISSION

- a. 10+2 pass from a recognized Board with minimum marks as prescribed by concerned regulatory authority would be mandatory for admission in **Bachelor of Performing Art (BPA) Program**.
- b. Notwithstanding anything contained in the above-mentioned rules, the eligibility criteria will be as decided by the Governing Body and the Academic Council from time to time, in accordance with the concerned regulatory body.
- c. Admissions shall be according to the criteria made by the Admission Committee and the concerned Regulatory Authority.

3. CRITERIA FOR SELECTION

Admissions shall take place on the criteria approved by the Admission Committee and Vice Chancellor. (As per Ordinance No.01)

4. NUMBER OF SEATS

Will be decided from time to time by the University Academic Council as per guidelines of the concerned Regulatory Authority and other statutory bodies as and where applicable.

5. COMMENCEMENT & DURATION

- a. Scheduled period for the completion of BPA Program is **4 years**.
- b. Maximum duration of Program completion is **8 years**.
- c. Each Academic year shall comprise of 2 semesters each.
- d. The Programs shall generally commence in July/August every year. Other than under Exceptional circumstances.
- e. Each semester shall be spread over not less than 90 teaching days.
- f. Ten day vacation as semester break shall be granted to the students between two semesters.

6. FEE STRUCTURE

- a. All the fees categories including Program fee and the examination fee shall be determined by the University from time to time and shall be payable by the students at the beginning of each semester.
- b. Registrar shall notify the quantum of fees payable and the schedule of registration before the start of each semester.
- c. Fees, once paid, and if student has started attending the classes, will not be refundable in any case except for the caution money. In some cases of genuine hardship, the Vice-Chancellor may permit an extension in the last date of payment of fees, however all the students shall be required to pay the prescribed fee before the start of examination. In case any student has been allowed to appear in the examination, the result of such student shall be withheld till all his dues are cleared.
- d. The fees shall be applicable as per approval of Board of Management from time to time with the approval of MPPURC.

7. MEDIUM OF INSTRUCTION

Medium of instruction and examinations would be English/Hindi as per the choice filled by the student, in accordance to the guidelines prescribed by regulatory authority.

8. ATTENDANCE

Regular students, to be eligible to appear in the University examination, are required to attend a minimum of 75% theory classes and 75% practical classes, in each semester.

9. EXAMINATIONS

- a. **Internal Assessment** shall be based on class work/assignments/attendance.
- b. **Mid Sem or half yearly Examination:** One half yearly exam in case of Yearly exam and two mid semester examinations shall be conducted in each Semester and marks of the best of two will be considered for the final result of that semester
- c. **University Examination:** shall be conducted as per Ordinance No. 03 & 04. Details of subjects and credits shall be prescribed as per the scheme duly approved by the Academic Council.

10. ASSESSMENT SYSTEM

The University can decide on the grade or percentage of marks required to pass in a course and also the CGPA required to qualify for a degree as per regulatory authority guidelines, taking into consideration, the recommendations of the concerned statutory professional council.

11. DEGREE/GRADE SHEET

- a. Student shall be declared eligible for the award of the three year Degree, if he/she fulfills all requirements set by Regulatory Authority.
- b. Student shall be eligible for award of Degree subject to passing the Program and all courses within the stipulated time period.
Studies and the board of Management of the University and in accordance with the norms of concerned regulatory authority.
- c. Notwithstanding anything stated in this Ordinance for any unforeseen issues arising and not covered by this Ordinance or in the event of differences of interpretation, the Vice-Chancellor may take a decision after obtaining, if necessary, the opinion/advice of a Committee, consisting of the Principal/Dean of the concerned Department. The decision of the Vice-Chancellor shall be final.
- d. The Reservation of SC/ST/Other category candidates shall be applicable as per the norms of the State Government of Madhya Pradesh and/or the Government of India.

EKLAVYA UNIVERSITY
ORDINANCE NO. 35
MASTER OF PERFORMING ARTS (MPA)
2-YEAR DEGREE COURSE

1. NAME OF PROGRAM & APPLICABILITY

- a. 2-Year **Master of Performing Arts (MPA) Degree Course** shall be quoted simply 'Program' hereafter in this ordinance, subject to the recommendation of the respective Board of Studies and as per norms of the concerned Regulatory Authority. The Board of Studies is authorized to recommend further additions/alterations in this Ordinance with the approval of MPPURC and Government of M.P.
- b. Name of the Faculty/ Board of Studies is **School of Arts & Humanities** and the Department shall be **Department of Performing Arts**.
- c. The degree will include areas of study/subjects/specializations as specified in ordinance 12 and as recommended by the Academic Council and concerned Board of Studies of the University.

2. ELIGIBILITY FOR ADMISSION

- a. Minimum qualification for admission in **Master of Performing Art (MPA) Program** shall be the qualifying Graduation Degree with relevant subjects (also securing pass marks in these relevant subjects individually) conducted by any recognized university or council.
- b. Notwithstanding anything contained in the above-mentioned rules, the eligibility criteria will be as decided by the Governing Body and the Academic Council from time to time, in accordance with the concerned regulatory body.
- c. Admissions shall be according to the criteria made by the Admission Committee and the concerned Regulatory Authority.

3. CRITERIA FOR SELECTION

Admissions shall take place on the criteria approved by the Admission Committee and Vice Chancellor. (As per Ordinance No.01)

4. NUMBER OF SEATS

Will be decided from time to time by the University Academic Council as per guidelines of the concerned Regulatory Authority and other statutory bodies as and where applicable.

5. COMMENCEMENT & DURATION

- a. Scheduled period for the completion of MPA Program is **2 years**.
- b. Maximum duration of Program completion is **4 years**.
- c. Each Academic year shall comprise of 2 semesters each.
- d. The Programs shall generally commence in July/August every year. Barring exceptional circumstances.
- e. Each semester shall be spread over not less than 90 teaching days.
- f. Ten day vacation as semester break shall be granted to the students between two semesters.

6. FEE STRUCTURE

- a. All the fees categories including Program fee and the examination fee shall be determined by the University from time to time and shall be payable by the students at the beginning of each semester.
- b. Registrar shall notify the quantum of fees payable and the schedule of registration before the start of each semester.
- c. Fees, once paid, and if student has started attending the classes, will not be refundable in any case except for the caution money. In some cases of genuine hardship, the Vice-Chancellor may permit an extension in the last date of payment of fees, however all the students shall be required to pay the prescribed fee before the start of examination. In case any student has been allowed to appear in the examination, the result of such student shall be withheld till all his dues are cleared.
- d. The fees shall be applicable as per approval of Board of Management from time to time with the approval of MPPURC.

7. MEDIUM OF INSTRUCTION

Medium of instruction and examinations would be English/Hindi as per the choice filled by the student, in accordance to the guidelines prescribed by regulatory authority.

8. ATTENDANCE

Regular students, to be eligible to appear in the University examination, are required to attend a minimum of 75% theory classes and 75% practical classes, in each semester.

9. EXAMINATIONS

- a. **Internal Assessment:** shall be based on class work/assignments/attendance.
- b. **Mid Sem or half yearly Examination:** One half yearly exam in case of Yearly exam and two mid semester examinations shall be conducted in each Semester and marks of the best of two will be considered for the final result of that semester
- c. **University Examination:** shall be conducted as per Ordinance No. 03 & 04. Details of subjects and credits shall be prescribed as per the scheme duly approved by the Academic Council.

10. ASSESSMENT SYSTEM

The University can decide on the grade or percentage of marks required to pass in a course and also the CGPA required to qualify for a degree as per regulatory authority guidelines, taking into consideration, the recommendations of the concerned statutory professional council.

11. DEGREE/GRADE SHEET

- Student shall be declared eligible for the award of the two year Degree, if he/she fulfills all requirements set by Regulatory Authorities.
- Student shall be eligible for award of Degree subject to passing the Program and all courses within the stipulated time period.

12. GENERAL INSTRUCTIONS

- Board of Management of the University shall be the competent authority to make decisions on the matters which are not covered in this ordinance.
- The subject to be studied in different semesters includes industrial training, projects, etc. shall be as per the University schemes, approved by Board of Studies and the board of Management of the University and in accordance with the norms of concerned regulatory authority.
- Notwithstanding anything stated in this Ordinance for any unforeseen issues arising and not covered by this Ordinance or in the event of differences of interpretation, the Vice-Chancellor may take a decision after obtaining, if necessary, the opinion/advice of a Committee, consisting of the Principal/Dean of the concerned Department. The decision of the Vice-Chancellor shall be final. The Reservation of SC/ST/Other category candidates shall be applicable as per the norms of the State Government of Madhya Pradesh and/or the Government of India.

**EKLAVYA UNIVERSITY
ORDINANCE NO.36**

**BACHELOR OF MUSIC/DANCE (B.Mus./B.Dance)
3 YEARS DEGREE COURSE**

1. NAME OF PROGRAM & APPLICABILITY

- 3-Year **Bachelor of Music Degree Course** shall be quoted simply 'Program' hereafter in this ordinance, subject to the recommendation of the respective Board of Studies and as per norms of the concerned Regulatory Authority. The Board of Studies is authorized to recommend further additions/alterations in this Ordinance for approval of MPPURC and Government of M.P.
- Name of the Faculty/ Board of Studies is **School of Art & Humanities** and the Department shall be **Department of Performing Arts**.
- The degree will include areas of study/subjects/specializations as recommended by the Academic Council and concerned Board of Studies of the University.

2. ELIGIBILITY FOR ADMISSION

- Passed 10+2 examination with from a recognized board with minimum pass mark as prescribed by concerned regulatory authority/council would be mandatory for admission in Bachelor of Music Program.
- Notwithstanding anything contained in the above-mentioned rules, the eligibility criteria will be as decided by the Governing Body and the Academic Council from time to time, in accordance with the concerned regulatory body.
- Admissions shall be according to the criteria made by the Admission Committee and the concerned Regulatory Authority.

3. CRITERIA FOR SELECTION

Admissions shall take place on the criteria approved by the Admission Committee and Vice Chancellor. (As per Ordinance No.01)

4. NUMBER OF SEATS

Will be decided from time to time by the University Academic Council as per guidelines of the concerned Regulatory Authority and other statutory bodies as and where applicable.

5. COMMENCEMENT & DURATION

- a. Scheduled period for the completion of Bachelor of Music Program is **3 years**.
- b. Maximum duration of Program completion is **6 years**.
- c. Each Academic year shall comprise of 2 semesters each.
- d. The Programs shall generally commence in July/August every year. Barring exceptional circumstances.
- e. Each semester shall be spread over not less than 90 teaching days.
- f. Ten day vacation as semester break shall be granted to the students between two semesters.

6. FEE STRUCTURE

- a. All the fees categories including Program fee and the examination fee shall be determined by the University from time to time and shall be payable by the students at the beginning of each semester.
- b. Registrar shall notify the quantum of fees payable and the schedule of registration before the start of each semester.
- c. Fees, once paid, and if student has started attending the classes, will not be refundable in any case except for the caution money. In some cases of genuine hardship, the Vice-Chancellor may permit an extension in the last date of payment of fees, however all the students shall be required to pay the prescribed fee before the start of examination. In case any student has been allowed to appear in the examination, the result of such student shall be withheld till all his dues are cleared.
- d. The fees shall be applicable as per approval of Board of Management from time to time.

7. MEDIUM OF INSTRUCTION

Medium of instruction and examinations would be English/Hindi as per the choice filled by the student, in accordance to the guidelines prescribed by regulatory authority.

8. ATTENDANCE

Regular students, to be eligible to appear in the University examination, are required to attend a minimum of 75% in both theory and practical classes, in each semester.

9. EXAMINATIONS

- a. **Internal Assessment** shall be based on class work/assignments/attendance.
- b. **Mid Sem or half yearly Examination:** One half yearly exam in case of Yearly exam and two mid semester examinations shall be conducted in each Semester and marks of the best of two will be considered for the final result of that semester.
- c. **University Examination:** shall be conducted as per Ordinance No. 03 & 04. Details of subjects and credits shall be prescribed as per the scheme duly approved by the Academic Council.

10. ASSESMENT SYSTEM

The University can decide on the grade or percentage of marks required to pass in a course and also the CGPA required to qualify for a degree as per regulatory authority guidelines, taking into consideration, the recommendations of the concerned statutory professional council.

11. DEGREE/GRADE SHEET

- a. Student shall be declared eligible for the award of the three year Degree, if he/she fulfills all requirements set by Regulatory Authority.

12. GENERAL INSTRUCTIONS

- a. Board of Management of the University shall be the competent authority to make decisions on the matters which are not covered in this ordinance.
- b. The subject to be studied in different semesters include lab work, practicals, industrial training, projects, etc. shall be as per the University schemes, approved by Board of Studies of the University as per the norms of concerned regulatory authority and the Board of Management of the University.
- c. Notwithstanding anything stated in this Ordinance for any unforeseen issues arising and not covered by this Ordinance or in the event of differences of interpretation, the Vice-Chancellor may take a decision after obtaining, if necessary, the opinion/advice of a Committee, consisting of the Principal/ Dean of concerned Department. The decision of the Vice-Chancellor shall be final.

~~13.~~ The Reservation of SC/ ST/ Other category candidates shall be applicable as per the norms of the State Government of Madhya Pradesh and/or the Government of India.

EKLAVYA UNIVERSITY
ORDINANCE NO. 37
MASTER OF MUSIC/DANCE (M.Mus./M.Dance)
2-YEAR DEGREE COURSE

1. NAME OF PROGRAM & APPLICABILITY

- a. 2-year **Master of Music Degree Course** shall be quoted simply 'Program' hereafter in this ordinance, subject to the recommendation of the respective Board of Studies and as per norms of the concerned Regulatory Authority. The Board of Studies is authorized to recommend further additions/alterations in this Ordinance with the approval of MPPURC and Government of M.P.
- b. Name of the Faculty/ Board of Studies is **School of Art & Humanities** and the Department shall be **Department of Performing Arts**.
- c. The degree will include areas of study/subjects/specializations as recommended by the Academic Council and concerned Board of Studies of the University.

2. ELIGIBILITY FOR ADMISSION

- a. Graduate with relevant subject from any recognized University with minimum marks as prescribed by concerned regulatory authority/council would be mandatory for admission in Master of Music program.
- b. Notwithstanding anything contained in the above-mentioned rules, the eligibility criteria will be as decided by the Governing Body and the Academic Council from time to time, in accordance with the concerned regulatory body.
- c. Admissions shall be according to the criteria made by the Admission Committee and the concerned Regulatory Authority.

3. CRITERIA FOR SELECTION

Admissions shall take place on the criteria approved by the Committee and Vice Chancellor. (As per Ordinance No.01)

4. NUMBER OF SEATS

Will be decided from time to time by the University Academic Council as per guidelines of the concerned Regulatory Authority and other statutory bodies as and where applicable.

5. COMMENCEMENT & DURATION

- a. Scheduled period for the completion of Master of Music Program is **2 years**.
- b. Maximum duration of Program completion is **4 years**.
- c. Each Academic year shall comprise of 2 semesters each.
- d. The Programs shall generally commence in July/August every year. Other than under Exceptional circumstances.
- e. Each semester shall be spread over not less than 90 teaching days.
- f. Ten day vacation as semester break shall be granted to the students between two semesters.

6. FEE STRUCTURE

- a. All the fees categories including Program fee and the examination fee shall be determined by the University from time to time and shall be payable by the students at the beginning of each semester.
- b. Registrar shall notify the quantum of fees payable and the schedule of registration before the start of each semester.
- c. Fees, once paid, and if student has started attending the classes, will not be ~~refundable~~ refundable in any case except for the caution money. In some cases of genuine hardship, the Vice-Chancellor may permit an extension in the last date of payment of fees, however all the students shall be required to pay the prescribed fee before the start of examination. In case any student has been allowed to appear in the examination, the result of such student shall be withheld till all his dues are cleared.
- d. The fees shall be applicable as per approval of Board of Management from time to time.

7. MEDIUM OF INSTRUCTION

Medium of instruction and examinations would be English/Hindi as per the choice filled by the student, in accordance to the guidelines prescribed by regulatory authority.

8. ATTENDANCE

Regular students, to be eligible to appear in the University examination, are required to attend a minimum of 75% in both theory and practical classes, in each semester.

9. EXAMINATIONS

a. Internal Assessment shall be based on class work/assignments/attendance.

b. Mid Sem or half yearly Examination: One half yearly exam in case of Yearly exam and two mid semester examinations shall be conducted in each Semester and marks of the best of two will be considered for the final result of that semester

c. University Examination: shall be conducted as per Ordinance No. 03 & 04. Details of subjects and credits shall be prescribed as per the scheme duly approved by the Academic Council.

10. ASSESMENT SYSTEM

The University can decide on the grade or percentage of marks required to pass in a course and also the CGPA required to qualify for a degree as per regulatory authority guidelines, taking into consideration, the recommendations of the concerned statutory professional council.

11. DEGREE/GRADE SHEET

- a. Student shall be declared eligible for the award of the two year Degree, if he/she fulfills all requirements set by Regulatory Authority.
- b. Student shall be eligible for award of Degree subject to passing the Program and all courses within the stipulated time period.

12. GENERAL INSTRUCTIONS

- a. Board of Management of the University shall be the competent authority to make decisions on the matters which are not covered in this ordinance.
- b. The subject to be studied in different semesters include lab work, practicals, industrial training, projects, etc. shall be as per the University schemes, approved by Board of Studies of the University as per the norms of concerned regulatory Authority and Board of Management of the University.
- c. Notwithstanding anything stated in this Ordinance for any unforeseen issues arising and not covered by this Ordinance or in the event of differences of interpretation, the Vice-Chancellor may take a decision after obtaining, if necessary, the opinion/advice of a Committee, consisting of the Principal/ Dean of all Colleges/ Departments/ Institutions/ Schools. The decision of the Vice-Chancellor shall be final.
- d. The Reservation of SC/ ST/ Other category candidates shall be applicable as per the norms of the State Government of Madhya Pradesh and/or the Government of India.

**EKLAVYA UNIVERSITY
ORDINANCE NO. 38
BACHELOR OF ARTS
(MUSIC OR DANCE OR THEATRE)
3-YEAR DEGREE COURSE**

1. NAME OF PROGRAM & APPLICABILITY

- a. 3-Year **Bachelor of Arts in Music/Dance/Theatre Degree Course (B.A. Music/B. A. Dance/B. A. Theatre)** shall be quoted simply 'Program' hereafter in this ordinance, as per norms of the concerned Regulatory Authority. The Board of Studies is authorized to recommend further additions/alterations in this Ordinance with the approval of MPPURC and Government of M.P.
- b. Name of the Faculty/ Board of Studies is **School of Arts & Humanities** and the Department shall be **Department of Performing Arts**.
- c. The degree will include areas of study/subjects/specializations as recommended by the Academic Council and concerned Board of Studies of the University.

2. ELIGIBILITY FOR ADMISSION

- a. Passed 10+2 examination in any subject (also securing minimum pass marks), from a recognized board would be mandatory for admission in Bachelor of Music/Dance/Theatre Program.
- b. Notwithstanding anything contained in the above-mentioned rules, the eligibility criteria will be as decided by the Governing Body and the Academic Council from time to time, in accordance with the concerned regulatory body.
- c. Admissions shall be according to the criteria made by the Admission Committee and the concerned Regulatory Authority.

3. CRITERIA FOR SELECTION

Admissions shall take place on the criteria approved by the Committee and Vice Chancellor. (As per Ordinance No.01)

4. NUMBER OF SEATS

Will be decided from time to time by the University Academic Council as per guidelines of the concerned Regulatory Authority and other statutory bodies as and where applicable.

5. COMMENCEMENT & DURATION

- a. Scheduled period for the completion of Bachelor of Arts in Music/Dance/Theatre Program is **3 years**.
- b. Maximum duration of Program completion is **6 years**.
- c. Each Academic year shall comprise of 2 semesters each.
- d. The Programs shall generally commence in July/August every year. Barring exceptional circumstances.
- e. Each semester shall be spread over not less than 90 teaching days.
- f. Ten day vacation as semester break shall be granted to the students between two semesters.

6. FEE STRUCTURE

- a. All the fees categories including Program fee and the examination fee shall be determined by the University from time to time and shall be payable by the students at the beginning of each semester.
- b. Registrar shall notify the quantum of fees payable and the schedule of registration before the start of each semester.
- c. Fees, once paid, and if student has started attending the classes, will not be refundable in any case except for the caution money. In some cases of genuine hardship, the Vice-Chancellor may permit an extension in the last date of payment of fees, however all the students shall be required to pay the prescribed fee before the start of examination. In case any student has been allowed to appear in the examination, the result of such student shall be withheld till all his dues are cleared.
- d. The fees shall be applicable as per approval of Board of Management from time to time with the approval of MPPURC.

7. MEDIUM OF INSTRUCTION

Medium of instruction and examinations would be English/Hindi as per the choice filled by the student, in accordance to the guidelines prescribed by regulatory authority.

8. ATTENDANCE

Regular students, to be eligible to appear in the University examination, are required to attend a minimum of 75% theory classes and 75% practical classes, in each semester.

9. EXAMINATIONS

- a. **Internal Assessment** shall be based on class work/assignments/attendance.
- b. **Mid Sem or half yearly Examination:** One half yearly exam in case of Yearly exam and two mid semester examinations shall be conducted in each Semester and marks of the best of two will be considered for the final result of that semester
- c. **University Examination:** shall be conducted as per Ordinance No. 03 & 04. Details of subjects and credits shall be prescribed as per the scheme duly approved by the Academic Council.

10. ASSESSMENT SYSTEM

The University can decide on the grade or percentage of marks required to pass in a course and also the CGPA required to qualify for a degree as per regulatory authority guidelines, taking into consideration, the recommendations of the concerned statutory professional council.

11. DEGREE/GRADE SHEET

- a. Student shall be declared eligible for the award of the three year Degree, if he/she fulfills all requirements set by Regulatory Authority.
- b. Student shall be eligible for award of Degree subject to passing the Program and all courses within the stipulated time period.

12. GENERAL INSTRUCTIONS

- a. Board of Management of the University shall be the competent authority to make decisions on the matters which are not covered in this ordinance.
- b. The subject to be studied in different semesters includes industrial training, projects, etc. shall be as per the University schemes, approved by Board of Studies and the board of Management of the University and in accordance with the norms of concerned regulatory authority.
- c. Notwithstanding anything stated in this Ordinance for any unforeseen issues arising and not covered by this Ordinance or in the event of differences of interpretation, the Vice-Chancellor may take a decision after obtaining, if necessary, the opinion/advice of a Committee, consisting of the Principal/Dean of the concerned Department. The decision of the Vice-Chancellor shall be final.
- d. The Reservation of SC/ST/Other category candidates shall be applicable as per the norms of the State Government of Madhya Pradesh and/or the Government of India.

EKLAVYA UNIVERSITY
ORDINANCE NO. 39
MASTER OF ARTS
(MUSIC/DANCE/THEATRE)

2-YEAR DEGREE COURSENAME OF PROGRAM & APPLICABILITY

- a. 2-year **Master of Arts in Music/Dance/Theatre (M.A. Music/M. A. Dance/M.A. Theatre) Degree Course** shall be quoted simply 'Program' hereafter in this ordinance, as per norms of the concerned Regulatory Authority. The Board of Studies is authorized to recommend further additions/alterations in this ordinance with the approval of MPPURC and Government of M.P.
- b. Name of the Faculty/ Board of Studies is **School of Arts & Humanities** and the Department shall be **Department of Performing Arts**.
- c. The degree will include areas of study/subjects as specified in ordinance 12 /specializations as recommended by the Academic Council and concerned Board of Studies of the University.

2. ELIGIBILITY FOR ADMISSION

- a. Graduate with relevant subject from any recognized University with minimum marks as prescribed by regulatory authority/council would be mandatory for admission in Master of Music/Dance/Theatre program.
- b. Notwithstanding anything contained in the above-mentioned rules, the eligibility criteria will be as decided by the Governing Body and the Academic Council from time to time, in accordance with the concerned regulatory body.
- c. Admissions shall be according to the criteria made by the Admission Committee and the concerned Regulatory Authority.

3. CRITERIA FOR SELECTION

Admissions shall take place on the criteria approved by the Committee and Vice Chancellor. (As per Ordinance No.01)

4. NUMBER OF SEATS

Will be decided from time to time by the University Academic Council as per guidelines of the concerned Regulatory Authority and other statutory bodies as and where applicable.

5. COMMENCEMENT & DURATION

- a. Scheduled period for the completion of Master of Arts in Music/Dance/Theatre Program is **2 years**.
- b. Maximum duration of Program completion is **4 years**.
- c. Each Academic year shall comprise of 2 semesters each.
- d. The Program shall generally commence in July/August every year. Barring exceptional circumstances.
- e. Each semester shall be spread over not less than 90 teaching days.
Ten day vacation as semester break shall be granted to the students between two semesters.

6. FEE STRUCTURE

- a. All the fees categories including Program fee and the examination fee shall be determined by the University from time to time and shall be payable by the students at the beginning of each semester.
- b. Registrar shall notify the quantum of fees payable and the schedule of registration before the start of each semester.

- c. Fees, once paid, and if student has started attending the classes, will not be refundable in any case except for the caution money. In some cases of genuine hardship, the Vice-Chancellor may permit an extension in the last date of payment of fees, however all the students shall be required to pay the prescribed fee before the start of examination. In case any student has been allowed to appear in the examination, the result of such student shall be withheld till all his dues are cleared.
- d. The fees shall be applicable as per approval of Board of Management from time to time with the approval of MPPURC.

7. MEDIUM OF INSTRUCTION

Medium of instruction and examinations would be English/Hindi as per the choice filled by the student, in accordance to the guidelines prescribed by regulatory authority.

8. ATTENDANCE

Regular students, to be eligible to appear in the University examination, are required to attend a minimum of 75% classes in each semester.

9. EXAMINATIONS

- a. **Internal Assessment** shall be based on class work/assignments/attendance.
- b. **Mid Sem or half yearly Examination:** One half yearly exam in case of Yearly exam and two mid semester examinations shall be conducted in each Semester and marks of the best of two will be considered for the final result of that semester
- c. **University Examination:** shall be conducted as per Ordinance No. 03 & 04. Details of subjects and credits shall be prescribed as per the scheme duly approved by the Academic Council.

10. ASSESSMENT SYSTEM

The University can decide on the grade or percentage of marks required to pass in a course and also the CGPA required to qualify for a degree as per regulatory authority guidelines, taking into consideration, the recommendations of the concerned statutory professional council.

11. DEGREE/GRADE SHEET

- a. Student shall be declared eligible for the award of the two year Degree, if he/she fulfills all requirements set by Regulatory Authority.
- b. Student shall be eligible for award of Degree subject to passing the Program and all courses within the stipulated time period.

12. GENERAL INSTRUCTIONS

- a. Board of Management of the University shall be the competent authority to make decisions on the matters which are not covered in this ordinance.
- b. The subject to be studied in different semesters includes industrial training, projects, etc. shall be as per the University schemes, approved by Board of Studies and the board of Management of the University and in accordance with the norms of concerned regulatory authority.
- c. Notwithstanding anything stated in this Ordinance for any unforeseen issues arising and not covered by this Ordinance or in the event of differences of interpretation, the Vice-Chancellor may take a decision after obtaining, if necessary, the opinion/advice of a Committee, consisting of the Principal/Dean of the concerned Department. The decision of the Vice-Chancellor shall be final.
- d. The Reservation of SC/ST/Other category candidates shall be applicable as per the norms of the State Government of Madhya Pradesh and/or the Government of India.

EKLAVYA UNIVERSITY
ORDINANCE NO. 40
BACHELOR OF FINE ARTS (BFA)
4-YEAR PROFESSIONAL DEGREE PROGRAM

1. NAME OF PROGRAM & APPLICABILITY

- a. 4-Year **Bachelor of Fine Arts (BFA) Degree Course** shall be quoted simply 'Program' hereafter in this ordinance, subject to the recommendation of the respective Board of Studies and as per norms of the concerned Regulatory Authority. The Board of Studies is authorized to recommend further additions/alterations in this Ordinance with the approval of MPPURC and Government of M.P.
- b. Name of the Faculty/ Board of Studies is **School of Arts & Humanities** and the Department shall be **Department of Fine Arts**.
- c. The degree will include areas of study/subjects/specializations as recommended by the Academic Council and concerned Board of Studies of the University.

2. ELIGIBILITY FOR ADMISSION

- a. Minimum qualification for admission in Bachelor of fine Art (BFA) Degree Program shall be (10+2) pass from a recognized Board.
- b. Notwithstanding anything contained in the above-mentioned rules, the eligibility criteria will be as decided by the Governing Body and the Academic Council from time to time, in accordance with the concerned regulatory body.
- c. Admissions shall be according to the criteria made by the Admission Committee and the concerned Regulatory Authority.

3. CRITERIA FOR SELECTION

Admissions shall take place on the criteria approved by the Committee and Vice Chancellor. (As per Ordinance No.01)

4. NUMBER OF SEATS

Will be decided from time to time by the University Academic Council as per guidelines of the concerned Regulatory Authority and other statutory bodies as and where applicable.

5. COMMENCEMENT & DURATION

- a. Scheduled period for the completion of BFA Program is **4 years**.
- b. Maximum duration of Program completion is **8 years**.
- c. Each Academic year shall comprise of 2 semesters each.
- d. The Programs shall generally commence in July/August every year. Barring exceptional circumstances.
- e. Each semester shall be spread over not less than 90 teaching days.
- f. Ten day vacation as semester break shall be granted to the students between two semesters.

6. FEE STRUCTURE

- a. All the fees categories including Program fee and the examination fee shall be determined by the University from time to time and shall be payable by the students at the beginning of each semester.
- b. Registrar shall notify the quantum of fees payable and the schedule of registration before the start of each semester.
- c. Fees, once paid, and if student has started attending the classes, will not be refundable in any case except for the caution money. In some cases of genuine hardship, the Vice-Chancellor may permit an extension in the last date of

payment of fees, however all the students shall be required to pay the prescribed fee before the start of examination. In case any student has been allowed to appear in the examination, the result of such student shall be withheld till all his dues are cleared.

- d. The fees shall be applicable as per approval of Board of Management from time to time with the approval of MPPURC.

7. MEDIUM OF INSTRUCTION

Medium of instruction and examinations would be English/Hindi as per the choice filled by the student, in accordance to the guidelines prescribed by regulatory authority.

8. ATTENDANCE

Regular students, to be eligible to appear in the University examination, are required to attend a minimum of 75% theory classes and 75% practical classes, in each semester.

9. EXAMINATIONS

- a. **Internal Assessment** shall be based on class work/assignments/attendance.
- b. **Mid Sem or half yearly Examination:** One half yearly exam in case of Yearly exam and two mid semester examinations shall be conducted in each Semester and marks of the best of two will be considered for the final result of that semester
- c. **University Examination:** shall be conducted as per Ordinance No. 03 & 04. Details of subjects and credits shall be prescribed as per the scheme duly approved by the Academic Council and concerned Board of Studies.

10. ASSESSMENT SYSTEM

The University can decide on the grade or percentage of marks required to pass in a course and also the CGPA required to qualify for a degree as per regulatory authority guidelines, taking into consideration, the recommendations of the concerned statutory professional council.

11. DEGREE/GRADE SHEET

- a. Student shall be declared eligible for the award of the four year Degree, if he/she fulfills all requirements set by Regulatory Authority.
- b. Student shall be eligible for award of Degree subject to passing the Program and all courses within the stipulated time period.

12. GENERAL INSTRUCTIONS

- a. Board of Management of the University shall be the competent authority to make decisions on the matters which are not covered in this ordinance.
- b. The subject to be studied in different semesters includes industrial training, projects, etc. shall be as per the University schemes, approved by Board of Studies and the board of Management of the University and in accordance with the norms of concerned regulatory authority.
- c. Notwithstanding anything stated in this Ordinance for any unforeseen issues arising and not covered by this Ordinance or in the event of differences of interpretation, the Vice-Chancellor may take a decision after obtaining, if necessary, the opinion/advice of a Committee, consisting of the Principal/Dean of the concerned Department. The decision of the Vice-Chancellor shall be final.
- d. The Reservation of SC/ST/Other category candidates shall be applicable as per the norms of the State Government of Madhya Pradesh and/or the Government of India.

EKLAVYA UNIVERSITY
ORDINANCE NO. 41
MASTER OF FINE ARTS (MFA)
2-YEAR DEGREE COURSE

1. NAME OF PROGRAM & APPLICABILITY

- a. 2-year **Master of Fine Arts (MFA) Degree Course** shall be quoted simply 'Program' hereafter in this ordinance, subject to the recommendation of the respective Board of Studies and as per norms of the concerned Regulatory Authority. The Board of Studies is authorized to recommend further additions/alterations in this Ordinance with the approval of MPPURC and Government of M.P.
- b. Name of the Faculty/ Board of Studies is **School of Art & Humanities** and the Department shall be **Department of Fine Arts**.
- c. The degree will include areas of study/subjects/specializations as recommended by the Academic Council and concerned Board of Studies of the University.

2. ELIGIBILITY FOR ADMISSION

- a. Minimum qualification for admission in **Master of Fine Art (MFA)** Post Graduate Program shall be the qualifying Graduation Degree with relevant subjects (also securing pass marks in these relevant subjects individually) conducted by any recognized university /council.
- b. Notwithstanding anything contained in the above-mentioned rules, the eligibility criteria will be as decided by the Governing Body and the Academic Council from time to time, in accordance with the concerned regulatory body.
- c. Admissions shall be according to the criteria made by the Admission Committee and the concerned Regulatory Authority.

3. CRITERIA FOR SELECTION

Admissions shall take place on the criteria approved by the Admission Committee and Vice Chancellor. (As per Ordinance No.01)

4. NUMBER OF SEATS

Will be decided from time to time by the University Academic Council as per guidelines of the concerned Regulatory Authority and other statutory bodies as and where applicable.

5. COMMENCEMENT & DURATION

- a. Scheduled period for the completion of MFA Program is **2 years**.
- b. Maximum duration of Program completion is **4 years**.
- c. Each Academic year shall comprise of 2 semesters each.
- d. The Programs shall generally commence in July/August every year. Barring exceptional circumstances.
- e. Each semester shall be spread over not less than 90 teaching days.
- f. Ten day vacation as semester break shall be granted to the students between two semesters.

6. FEE STRUCTURE

- a. All the fees categories including Program fee and the examination fee shall be determined by the University from time to time and shall be payable by the students at the beginning of each semester.
- b. Registrar shall notify the quantum of fees payable and the schedule of registration before the start of each semester.
- c. Fees, once paid, and if student has started attending the classes, will not be refundable in any case except for the caution money. In some cases of genuine

hardship, the Vice-Chancellor may permit an extension in the last date of payment of fees, however all the students shall be required to pay the prescribed fee before the start of examination. In case any student has been allowed to appear in the examination, the result of such student shall be withheld till all his dues are cleared.

- d. The fees shall be applicable as per approval of Board of Management from time to time with the approval of MPPURC.

7. MEDIUM OF INSTRUCTION

Medium of instruction and examinations would be English/Hindi as per the choice filled by the student, in accordance to the guidelines prescribed by regulatory authority.

8. ATTENDANCE

Regular students, to be eligible to appear in the University examination, are required to attend a minimum of 75% theory classes and 75% practical classes, in each semester.

9. EXAMINATIONS

- a. **Internal Assessment** shall be based on class work/assignments/attendance.
- b. **Mid Sem or half yearly Examination:** One half yearly exam in case of Yearly exam and two mid semester examinations shall be conducted in each Semester and marks of the best of two will be considered for the final result of that semester
- c. **University Examination:** shall be conducted as per Ordinance No. 03 & 04. Details of subjects and credits shall be prescribed as per the scheme duly approved by the Academic Council and concerned Board of Studies.

10. ASSESSMENT SYSTEM

The University can decide on the grade or percentage of marks required to pass in a course and also the CGPA required to qualify for a degree as per regulatory authority guidelines, taking into consideration, the recommendations of the concerned statutory professional council.

11. DEGREE/GRADE SHEET

- a. Student shall be declared eligible for the award of the two years Degree, if he/she fulfills all requirements set by Regulatory Authority.
- b. Student shall be eligible for award of Degree subject to passing the Program and all courses within the stipulated time period.

12. GENERAL INSTRUCTIONS

- a. Board of Management of the University shall be the competent authority to make decisions on the matters which are not covered in this ordinance.
- b. The subject to be studied in different semesters includes industrial training, projects, etc. shall be as per the University schemes, approved by Board of Studies and the board of Management of the University and in accordance with the norms of concerned regulatory authority.
- c. Notwithstanding anything stated in this Ordinance for any unforeseen issues arising and not covered by this Ordinance or in the event of differences of interpretation, the Vice-Chancellor may take a decision after obtaining, if necessary, the opinion/advice of a Committee, consisting of the Principal/Dean of the concerned Department. The decision of the Vice-Chancellor shall be final.
- d. The Reservation of SC/ST/Other category candidates shall be applicable as per the norms of the State Government of Madhya Pradesh and/or the Government of India.

EKLAVYA UNIVERSITY
ORDINANCE NO. 42
BACHELOR OF ARTS
DRAWING & PAINTING/GRAPHIC DESIGNING/SCULPTURE/
APPLIED ART/VISUAL ART & DESIGN
3- YEAR DEGREE PROGRAM

1. NAME OF PROGRAM & APPLICABILITY

- a. 3-year **Bachelor of Arts in Painting (B.A. Painting)/Graphic Designing (B.A. Graph. Des.)/Sculpture (B.A. Sculpture)/Applied Art (B.A. Applied Art)/Visual Art and Design (B.A. Visual Art and Design) Degree Program** shall be quoted simply 'Program' hereafter in this ordinance, subject to the recommendation of the respective Board of Studies and as per norms of the concerned Regulatory Authority. The Board of Studies is authorized to recommend further additions/alterations in this Ordinance with the approval of MPPURC and Government of M.P.
- b. Name of the Faculty/ Board of Studies is **School of Arts and Humanities** and the Department shall be **Department of Fine Arts**
- c. The Degree will include areas of study such as **Drawing & Painting/Graphic Designing/Sculpture/ Applied Art/Visual Art & Design**, these areas are subject to change time to time with the recommended of concerned Board of Studies and approval of university Academic Council.

2. ELIGIBILITY FOR ADMISSION

- a. Minimum qualification for admission shall be 10+2 from any stream from a recognized board. Minimum marks will be in accordance to concerned regulatory authority/council.
- b. Notwithstanding anything contained in the above-mentioned rules, the eligibility criteria will be as decided by the Governing Body and the Academic Council from time to time, in accordance with the concerned Regulatory Body.
- c. Admissions shall be according to the criteria made by the Admission Committee and the concerned Regulatory Body.

3. CRITERIA FOR SELECTION

Admissions shall take place on the criteria approved by the Committee and Vice Chancellor. (As per Ordinance No.01)

4. NUMBER OF SEATS

Will be decided from time to time by the University Academic Council as per guidelines of the concerned Regulatory Authority and other statutory bodies as and where applicable.

5. COMMENCEMENT & DURATION

- a. Scheduled period for the completion of Program is **3 years**.
- b. Maximum duration of Program completion is **6 years**.
- c. Each Academic year shall comprise of 2 semesters each.
- d. The Programs shall generally commence in July/August every year. Barring exceptional circumstances.
- e. Each semester shall be spread over not less than 90 teaching days.

- f. Ten day vacation as semester break shall be granted to the students between two semesters.

6. FEE STRUCTURE

- a. All the fees categories including Program fee and the examination fee shall be determined by the University from time to time and shall be payable by the students at the beginning of each semester.
- b. Registrar shall notify the quantum of fees payable and the schedule of registration before the start of each semester.
- c. Fees, once paid, and if student has started attending the classes, will not be refundable in any case except for the caution money. In some cases of genuine hardship, the Vice-Chancellor may permit an extension in the last date of payment of fees, however all the students shall be required to pay the prescribed fee before the start of examination. In case any student has been allowed to appear in the examination, the result of such student shall be withheld till all his dues are cleared.
- d. The fees shall be applicable as per approval of Board of Management from time to time with the approval of MPPURC.

7. MEDIUM OF INSTRUCTION

Medium of instruction and examinations would be English/Hindi as per the choice filled by the student, in accordance to the guidelines prescribed by regulatory authority.

8. ATTENDANCE

Regular students, to be eligible to appear in the University examination, are required to attend a minimum of 75% in each semester.

9. EXAMINATIONS

- a. **Internal Assessment** shall be based on class work/assignments/attendance.
- b. **Mid Sem or half yearly Examination:** One half yearly exam in case of Yearly exam and two mid semester examinations shall be conducted in each Semester and marks of the best of two will be considered for the final result of that semester
- c. **University Examination** shall be conducted as per Ordinance No. 03 & 04. Details of subjects and credits shall be prescribed as per the scheme duly approved by the Academic Council.

10. ASSESSMENT SYSTEM

The University can decide on the grade or percentage of marks required to pass in a course and also the CGPA required to qualify for a degree as per regulatory authority guidelines, taking into consideration, the recommendations of the concerned statutory professional council.

11. DEGREE/GRADE SHEET

- a. Student shall be declared eligible for the award of the 3- year Degree, if he/she fulfills all requirements set by concerned regulatory authority.
- b. Student shall be eligible for award of Degree subject to passing the Program and all courses within the stipulated time period.

12. GENERAL INSTRUCTIONS

- a. Board of Management of the University shall be the competent authority to make decisions on the matters which are not covered in this ordinance.
- b. The subject to be studied in different semesters includes industrial training, projects, etc. shall be as per the University schemes, approved by Board of Studies and the board of Management of the University and in accordance with the norms of concerned regulatory authority.
- c. Notwithstanding anything stated in this Ordinance for any unforeseen issues arising and not covered by this Ordinance or in the event of differences of interpretation, the Vice-Chancellor may take a decision after obtaining, if necessary, the opinion/advice of a Committee, consisting of the Principal/Dean of the concerned Department. The decision of the Vice-Chancellor shall be final.
- d. The Reservation of SC/ST/Other category candidates shall be applicable as per the norms of the State Government of Madhya Pradesh and/or the Government of India.

EKLAVYA UNIVERSITY**ORDINANCE NO. 43****MASTER OF ARTS****DRAWING & PAINTING/GRAPHIC DESIGNING/SCULPTURE/****APPLIED ART/VISUAL ART & DESIGN****2-YEAR DEGREE PROGRAM****1. NAME OF PROGRAM & APPLICABILITY**

- a. 2-Year **Master of Arts in Painting/Graphic Designing/Sculpture/Applied Art/Visual Art & Design Degree Program** shall be quoted simply 'Program' hereafter in this ordinance, subject to the recommendation of the respective Board of Studies and as per norms of the concerned Regulatory Authority. The Board of Studies is authorized to recommend further additions/alterations in this Ordinance with the approval of MPPURC and Government of M.P.
- b. Name of the Faculty/ Board of Studies is **School of Arts and Humanities** and the Department shall be **Department of Fine Arts**.
- c. The Degree will include areas of study such as **Drawing & Painting/Graphic Designing/Sculpture/Applied Art/Visual Art & Design**, these areas are subject to change time to time with the recommended of concerned Board of Studies and approval of university Academic Council.

2. ELIGIBILITY FOR ADMISSION

- a. Minimum qualification for admission shall be the qualifying Graduation Degree with relevant subjects (also securing pass marks in the relevant subjects individually) conducted by any recognized university.
- b. Notwithstanding anything contained in the above-mentioned rules, the eligibility criteria will be as decided by the Governing Body and the Academic Council from time to time, in accordance with the concerned Regulatory Authority.
- c. Admissions shall be according to the criteria made by the Admission Committee and the concerned Regulatory Authority.

3. CRITERIA FOR SELECTION

Admissions shall take place on the criteria approved by the Admission Committee and Vice Chancellor. (As per Ordinance No. 01)

4. NUMBER OF SEATS

Will be decided from time to time by the University Academic Council as per guidelines of the concerned Regulatory Authority and other statutory bodies as and where applicable.

5. COMMENCEMENT & DURATION

- a. Scheduled period for the completion of M. A Painting or Sculpture Program is **2 years**.
- b. Maximum duration of Program completion is **4 years**.
- c. Each Academic year shall comprise of 2 semesters each.
- d. The Programs shall generally commence in July/August every year. Barring exceptional circumstances.
- e. Each semester shall be spread over not less than 90 teaching days.
- f. Ten day vacation as semester break shall be granted to the students between two semesters.

6. FEE STRUCTURE

- a. All the fees categories including Program fee and the examination fee shall be determined by the University from time to time and shall be payable by the students at the beginning of each semester.
- b. Registrar shall notify the quantum of fees payable and the schedule of registration before the start of each semester.
- c. Fees, once paid, and if student has started attending the classes, will not be refundable in any case except for the caution money. In some cases of genuine hardship, the Vice-Chancellor may permit an extension in the last date of payment of fees, however all the students shall be required to pay the prescribed fee before the start of examination. In case any student has been allowed to appear in the examination, the result of such student shall be withheld till all his dues are cleared.
- d. The fees shall be applicable as per approval of Board of Management from time to time with the approval of MPPURC.

7. MEDIUM OF INSTRUCTION

Medium of instruction and examinations would be English/Hindi as per the choice filled by the student, in accordance to the guidelines prescribed by regulatory authority.

8. ATTENDANCE

Regular students, to be eligible to appear in the University examination, are required to attend a minimum of 75% theory classes and 75% practical classes, in each semester.

9. EXAMINATIONS

- a. **Internal Assessment** shall be based on class work/assignments/attendance.
- b. **Mid Sem or half yearly Examination:** One half yearly exam in case of Yearly exam and two mid semester examinations shall be conducted in each Semester and marks of the best of two will be considered for the final result of that semester
- c. **University Examination:** shall be conducted as per Ordinance No. 03 & 04. Details of subjects and credits shall be prescribed as per the scheme duly approved by the Academic Council.

10. ASSESSMENT SYSTEM

The University can decide on the grade or percentage of marks required to pass in a course and also the CGPA required to qualify for a degree as per regulatory authority guidelines, taking into consideration, the recommendations of the concerned statutory professional council.

11. DEGREE/ GRADE SHEET

- a. Student shall be declared eligible for the award of the two year Degree, if he/she fulfills all requirements set by Regulatory Authority.
- b. Student shall be eligible for award of Degree subject to passing the Program and all courses within the stipulated time period.

12. GENERAL INSTRUCTIONS

- a. Board of Management of the University shall be the competent authority to make decisions on the matters which are not covered in this ordinance.
- b. The subject to be studied in different semesters includes industrial training, projects, etc. shall be as per the University schemes, approved by Board of Studies and the board of Management of the University and in accordance with the norms of concerned regulatory authority.
- c. Notwithstanding anything stated in this Ordinance for any unforeseen issues arising and not covered by this Ordinance or in the event of differences of interpretation, the Vice-Chancellor may take a decision after obtaining, if necessary, the opinion/advice of a Committee, consisting of the Principal/Dean of the concerned Department. The decision of the Vice-Chancellor shall be final.
- d. The Reservation of SC/ST/Other category candidates shall be applicable as per the norms of the State Government of Madhya Pradesh and/or the Government of India.

EKLAVYA UNIVERSITY
ORDINANCE NO. 44
BACHELOR OF ARTS (B.A.)
3-YEAR DEGREE PROGRAM

1. NAME OF PROGRAM & APPLICABILITY

- a. 3-Year **Bachelor of Arts (B.A.) Degree Program** shall be quoted simply 'Program' hereafter in this ordinance, subject to the recommendation of the respective Board of Studies and as per norms of the concerned Regulatory Authority. The Board of Studies is authorized to recommend further additions/alterations in this Ordinance with the approval of MPPURC and Government of M.P.
- b. Name of the Faculty/ Board of Studies is **School of Arts & Humanities** and the Department shall be **Department of Arts & Humanities**.
- c. The degree will include areas of study/subjects as specified in ordinance 12 /specializations as recommended by the Academic Council and concerned Board of Studies of the University.

2. ELIGIBILITY OF ADMISSION

- a. Minimum qualification for admission in **Bachelor of Arts (B.A.)** Program shall be 10+2 pass from a recognized Board.
- b. Notwithstanding anything contained in the above-mentioned rules, the eligibility criteria will be as decided by the Governing Body and the Academic Council from time to time, in accordance with the concerned regulatory body UGC.
- c. Admissions shall be according to the criteria made by the Admission Committee and the concerned Regulatory Authority.

3. CRITERIA FOR SELECTION

Admissions shall take place on the criteria approved by the Admission Committee and Vice Chancellor. (As per Ordinance No.01)

4. NUMBER OF SEATS

Will be decided from time to time by the University Academic Council as per guidelines of the concerned Regulatory Authority and other statutory bodies as and where applicable.

5. COMMENCEMENT & DURATION

- a. Scheduled period for the completion of B.Sc. Program is **3 years**, based on either semester or Annual exam system
- b. Maximum duration of Program completion is **6 years**.
- c. Semester system will comprise of 2 semesters with each semester consisting minimum 90 teaching days and annual system will consist of minimum 180 teaching days
- d. The Programs shall generally commence in July/August every year. Other than under Exceptional circumstances.
- e. 10 day vacation will be given as semester break in semester system and 5 days after half yearly and 15 day after annual exam shall be granted to the students.

6. FEE STRUCTURE

- a. All the fees categories including Program fee and the examination fee shall be determined by the University from time to time and shall be payable by the students at the beginning of each semester.
- b. Registrar shall notify the quantum of fees payable and the schedule of registration before the start of each semester.
- c. Fees, once paid, and if student has started attending the classes, will not refundable in any case except for the caution money. In some cases of genuine hardship, the Vice-Chancellor may permit an extension in the last date of payment of fees however, all the students shall be required to pay the prescribed fee before the start of examination. In case any student has been allowed to appear in the examination, the result of such student shall be withheld till all his dues are cleared.
- d. The fees shall be applicable as per approval of Board of Management from time to time with the approval of MPPURC.

7. MEDIUM OF INSTRUCTION

Medium of instruction and examinations would be English/Hindi as per the choice filled by the student, in accordance to the guidelines prescribed by regulatory authority.

8. ATTENDANCE

Regular students, to be eligible to appear in the University examination, are required to attend a minimum of 75% classes in each semester.

9. EXAMINATIONS

- a. **Internal Assessment** shall be based on class work/assignments/attendance.
- b. **Mid-Sem or half yearly Examination:** Two mid semester examinations shall be conducted in each Semester and marks of the best of two will be considered for the final result of that semester or half yearly exam in case of Yearly exam would be conducted.
- c. **University Examination:** shall be conducted as per Ordinance No. 03 & 04. Details of subjects and credits shall be prescribed as per the scheme duly approved by the Academic Council and concerned Board of Studies.

10. ASSESSMENT SYSTEM

The University can decide on the grade or percentage of marks required to pass in a course and also the CGPA required to qualify for a degree as per regulatory authorities' guidelines, taking into consideration, the recommendations of the concerned statutory professional council.

11. DEGREE/GRADE SHEET

- a. Student shall be declared eligible for the award of the three year Degree, if he/she fulfills all requirements set by concerned Regulatory Authority.
- b. Student shall be eligible for award of Degree subject to passing the Program and all courses within the stipulated time period.

12. GENERAL INSTRUCTIONS

- a. Board of Management of the University shall be the competent authority to make decisions on the matters which are not covered in this ordinance.
- b. The subject to be studied in different semesters include lab work, practicals, in-plant training, projects, etc. shall be as per the University schemes, approved by Board of Studies of the University in accordance with the norms of concerned authority and the Board of Management of the University.
- c. Notwithstanding anything stated in this Ordinance for any unforeseen issues arising and not covered by this Ordinance or in the event of differences of interpretation, the Vice-Chancellor may take a decision after obtaining, if necessary, the opinion/advice of a Committee, consisting of the Principals /Deans of concerned Departments. The decision of the Vice-Chancellor shall be final.
- d. The Reservation of SC/ST/Other category candidates shall be applicable as per the norms of the State Government of Madhya Pradesh and/or the Government of India.

EKLAVYA UNIVERSITY
ORDINANCE NO. 44 (A)
BACHELOR OF ARTS HONOURS (B.A. HONS)
3-YEAR DEGREE PROGRAM

1. NAME OF PROGRAM & APPLICABILITY

- a. 3-Year **Bachelor of Arts (B.A. Hons) Degree Program** shall be quoted simply 'Program' hereafter in this ordinance, subject to the recommendation of the respective Board of Studies and as per norms of the concerned Regulatory Authority. The Board of Studies is authorized to recommend further additions/alterations in this Ordinance with the approval of MPPURC and Government of M.P.
- b. Name of the Faculty/ Board of Studies is **School of Arts & Humanities** and the Department shall be **Department of Arts & Humanities**.
- c. The degree will include areas of study/subjects as specified in ordinance 12 and specializations as recommended by the Academic Council and concerned Board of Studies of the University.

2. ELIGIBILITY OF ADMISSION

- a. Passed 10+2 examination in any subject (also securing minimum marks as per norms of concerned regulatory authority/council), from a recognized board would be mandatory for admission in B.A. Program.
- b. Notwithstanding anything contained in the above-mentioned rules, the eligibility criteria will be as decided by the Governing Body and the Academic Council from time to time, in accordance with the concerned regulatory body.
- c. Admissions shall be according to the criteria made by the Admission Committee and the concerned Regulatory Authority.

3. CRITERIA FOR SELECTION

Admissions shall take place on the criteria approved by the Admission Committee and Vice Chancellor. (As per Ordinance No.01)

4. NUMBER OF SEATS

Will be decided from time to time by the University Academic Council as per guidelines of the concerned Regulatory Authority and other statutory bodies as and where applicable.

5. COMMENCEMENT & DURATION

- a. Scheduled period for the completion of B.A. (Honours) Program is **3 years**, based on either semester or Annual exam system
- b. Maximum duration of Program completion is **6 years**.
- c. Semester system will comprise of 2 semesters with each semester consisting minimum 90 teaching days and annual system will consist of minimum 180 teaching days
- d. The Programs shall generally commence in July/August every year. Other than under Exceptional circumstances.
- e. 10 day vacation will be given as semester break in semester system and 5 days after half yearly and 15 day after annual exam shall be granted to the students.

6. FEE STRUCTURE

- a. All the fees categories including Program fee and the examination fee shall be determined by the University from time to time and shall be payable by the students at the beginning of each semester.
- b. Registrar shall notify the quantum of fees payable and the schedule of registration before the start of each semester.
- c. Fees, once paid, and if student has started attending the classes, will not refundable in any case except for the caution money. In some cases of genuine hardship, the Vice-Chancellor may permit an extension in the last date of payment of fees however, all the students shall be required to pay the prescribed fee before the start of examination. In case any student has been allowed to appear in the examination, the result of such student shall be withheld till all his dues are cleared.
- d. The fees shall be applicable as per approval of Board of Management from time to time with the approval of MPPURC.

7. MEDIUM OF INSTRUCTION

Medium of instruction and examinations would be English/Hindi as per the choice filled by the student, in accordance to the guidelines prescribed by regulatory authority.

8. ATTENDANCE

Regular students, to be eligible to appear in the University examination, are required to attend a minimum of 75% classes in each semester.

9. EXAMINATIONS

- a. **Internal Assessment** shall be based on class work/assignments/attendance.
- b. **Mid-Sem or half yearly Examination:** Two mid semester examinations shall be conducted in each Semester and marks of the best of two will be considered for the final result of that semester or half yearly exam in case of Yearly exam would be conducted.
- c. **University Examination:** shall be conducted as per Ordinance No. 03 & 04. Details of subjects and credits shall be prescribed as per the scheme duly approved by the Academic Council and concerned Board of Studies.

10. ASSESSMENT SYSTEM

The University can decide on the grade or percentage of marks required to pass in a course and also the CGPA required to qualify for a degree as per regulatory authority guidelines, taking into consideration, the recommendations of the concerned statutory professional council.

11. DEGREE/GRADE SHEET

- a. Student shall be declared eligible for the award of the three years Degree, if he/she fulfils all requirements set by concerned Regulatory Authority.
- b. Student shall be eligible for award of Degree subject to passing the Program and all courses within the stipulated time period.

12. GENERAL INSTRUCTIONS

- a. Board of Management of the University shall be the competent authority to make decisions on the matters which are not covered in this ordinance.
- b. The subject to be studied in different semesters include lab work, practicals, in-plant training, projects, etc. shall be as per the University schemes, approved by Board of Studies of the University in accordance with the norms of concerned authority and the Board of Management of the University.
- c. Notwithstanding anything stated in this Ordinance for any unforeseen issues arising and not covered by this Ordinance or in the event of differences of interpretation, the Vice-Chancellor may take a decision after obtaining, if necessary, the opinion/advice of a Committee, consisting of the Principals /Deans of concerned Departments. The decision of the Vice-Chancellor shall be final.
- d. The Reservation of SC/ST/Other category candidates shall be applicable as per the norms of the State Government of Madhya Pradesh and/or the Government of India.

EKLAVYA UNIVERSITY
ORDINANCE NO.45
MASTER OF ARTS (MA)
2-YEAR DEGREE PROGRAM

1. NAME OF PROGRAM & APPLICABILITY

- a. 2-Year **Master of Arts (MA) Degree Program** shall be quoted simply 'Program' hereafter in this ordinance, subject to the recommendation of the respective Board of Studies and as per norms of the concerned Regulatory Authority. The Board of Studies is authorized to recommend further additions/alterations in this ordinance with the approval of MPPURC and Government of M.P.
- b. Name of the Faculty/ Board of Studies is **School of Arts & Humanities** and the Department shall be **Department of Arts & Humanities**.
- c. The degree will include areas of study/subjects as specified in ordinance 12 and specializations as recommended by the Academic Council and concerned Board of Studies of the University.

2. ELIGIBILITY OF ADMISSION

- a. Minimum qualification for admission in **Master of Art (M.A.) Post Graduate Program** shall be the qualifying Graduation Degree with relevant subjects (also securing pass marks in these relevant subjects individually) conducted by any recognized university
- b. Notwithstanding anything contained in the above-mentioned rules, the eligibility criteria will be as decided by the Governing Body and the Academic Council from time to time, in accordance with the concerned Regulatory body as per UGC.
- c. Admissions shall be according to the criteria made by the Admission Committee.

3. CRITERIA FOR SELECTION

Admissions shall take place on the criteria approved by the Committee and Vice Chancellor. (As per Ordinance No.01)

4. NUMBER OF SEATS

Will be decided from time to time by the University Academic Council as per guidelines of the concerned Regulatory Authority and other statutory bodies as and where applicable.

5. COMMENCEMENT & DURATION:

- a. Scheduled period for the completion of the Program is **2 years**.
- b. Maximum duration of Program completion is **4 years**.
- c. Each Academic year shall comprise of 2 semesters each.
- d. The Program shall generally commence in July/August every year. Barring exceptional circumstances.
- e. Each semester shall be spread over not less than 90 teaching days.
- f. Ten day vacation as semester break shall be granted to the students between two semesters.

6. FEE STRUCTURE

- a. All the fees categories including Program fee and the examination fee shall be determined by the University from time to time and shall be payable by the

students at the beginning of each semester.

- b. Registrar shall notify the quantum of fees payable and the schedule of registration before the start of each semester.
- c. Fees, once paid, and if student has started attending the classes, will not be refundable in any case except for the caution money. In some cases of genuine hardship, the Vice-Chancellor may permit an extension in the last date of payment of fees, however all the students shall be required to pay the prescribed fee before the start of the examination. In case any student has been allowed to appear in the examination, the result of such student shall be withheld till all his dues are cleared.
- d. The fees shall be applicable as per approval of Board of Management from time to time with the approval of MPPURC.

7. MEDIUM OF INSTRUCTION

Medium of instruction and examinations would be English/Hindi per the choice filled by the student.

8. ATTENDANCE

Regular students, to be eligible to appear in the University examination, are required to attend a minimum of 75% classes in each semester.

9. EXAMINATIONS:

- a. **Internal Assessment** shall be based on class work/assignments/attendance.
- b. **Half Yearly or Mid Semester Examination:** One half yearly in Yearly system and Two mid semester examinations shall be conducted in each Semester and marks of the best of two will be considered for the final result of that semester in semester system..
- c. **University Examination:** shall be conducted as per Ordinance No. 03 & 04. Details of subjects and credits shall be prescribed as per the scheme duly approved by the Academic Council and concerned Board of Studies.

10. ASSESSMENT SYSTEM

The University can decide on the grade or percentage of marks required to pass in a course and also the CGPA required to qualify for a degree as per regulatory authority guidelines, taking into consideration, the recommendations of the concerned statutory professional council.

11. DEGREE/GRADE SHEET

- a. Student shall be eligible for the award of the two year Degree, if he/she fulfills all requirements set by Regulatory Authority.
- b. The subject to be studied in different semesters includes practicals, industrial training, projects, etc. shall be as per the University schemes, approved by Board of Studies of the University on the basis of Authority norms and the Board of Management of the University.

12. GENERAL INSTRUCTIONS

- a. Board of Management of the University shall be the competent authority to make decisions on the matters which are not covered in this ordinance.

- b. The subject to be studied in different semesters includes industrial training, projects, etc. shall be as per the University schemes, approved by Board of Studies and the board of Management of the University and in accordance with the norms of concerned regulatory authority.
- c. Notwithstanding anything stated in this Ordinance for any unforeseen issues arising and not covered by this Ordinance or in the event of differences of interpretation, the Vice-Chancellor may take a decision after obtaining, if necessary, the opinion/advice of a Committee, consisting of the Principal/Dean of the concerned Department. The decision of the Vice-Chancellor shall be final.
- d. The Reservation of SC/ST/Other category candidates shall be applicable as per the norms of the State Government of Madhya Pradesh and/or the Government of India.

EKLAVYA UNIVERSITY
ORDINANCE NO. 46
BACHELOR OF SOCIAL WORK (BSW)
3-YEAR DEGREE PROGRAM

1. NAME OF PROGRAM & APPLICABILITY

- a. 3-Year **Bachelor of Social Work (BSW) Degree Course** shall be quoted simply 'Program' hereafter in this ordinance, subject to the recommendation of the respective Board of Studies and as per norms of the concerned Regulatory Authority. The Board of Studies is authorized to recommend further additions/alterations in this Ordinance with the approval of MPPURC and Government of M.P.
- b. Name of the Faculty/ Board of Studies is **School of Arts & Humanities** and the Department shall be **Department of Social Work**.
- c. The degree will include areas of study/subjects/as special in ordinance 12 specializations as recommended by the Academic Council and concerned Board of Studies of the University.

2. ELIGIBILITY FOR ADMISSION

- a. Passed 10+2 examination in any subject (also securing minimum pass marks as per the norms of concerned regulatory authority) from a recognized board would be mandatory for admission in **Bachelor of Social Work (BSW) Program**.
- b. Notwithstanding anything contained in the above-mentioned rules, the eligibility criteria will be as decided by the Governing Body and the Academic Council from time to time, in accordance with the concerned regulatory body.
- c. Admissions shall be according to the criteria made by the Admission Committee and the concerned Regulatory Authority.

3. CRITERIA FOR SELECTION

Admissions shall take place on the criteria approved by the Committee and Vice Chancellor. (As per Ordinance No.01)

4. NUMBER OF SEATS

Will be decided from time to time by the University Academic Council as per guidelines of the concerned Regulatory Authority and other statutory bodies as and where applicable.

5. COMMENCEMENT & DURATION

- a. Scheduled period for the completion of BSW Program is **3 years**.
- b. Maximum duration of Program completion is **6 years**.
- c. Each Academic year shall comprise of 2 semesters each.
- d. The Programs shall generally commence in July/August every year, other than under exceptional circumstances.
- e. Each semester shall be spread over not less than 90 teaching days.
- f. Ten day vacation as semester break shall be granted to the students between two semesters.

6. FEE STRUCTURE

- a. All the fees categories including Program fee and the examination fee shall be determined by the University from time to time and shall be payable by the students at the beginning of each semester.
- b. Registrar shall notify the quantum of fees payable and the schedule of registration before the start of each semester.
- c. Fees, once paid, and if student has started attending the classes, will not be refundable in any case except for the caution money. In some cases of genuine hardship, the Vice-Chancellor may permit an extension in the last date of payment of fees, however all the students shall be required to pay the prescribed fee before the start of examination. In case any student has been allowed to appear in the examination, the result of such student shall be withheld till all his dues are cleared.
- d. The fees shall be applicable as per approval of Board of Management from time to time with the approval of MPPURC.

7. MEDIUM OF INSTRUCTION

Medium of instruction and examinations would be English/Hindi as per the choice filled by the student, in accordance to the guidelines prescribed by regulatory authority.

8. ATTENDANCE

Regular students, to be eligible to appear in the University examination, are required to attend a minimum of 75% classes in each semester.

9. EXAMINATIONS

- a. **Internal Assessment** shall be based on class work/assignments/attendance.
- b. **Mid Sem or half yearly Examination:** One half yearly exam in case of Yearly exam and two mid semester examinations shall be conducted in each Semester and marks of the best of two will be considered for the final result of that semester..
- c. **University Examination:** shall be conducted as per Ordinance No. 03 & 04. Details of subjects and credits shall be prescribed as per the scheme duly approved by the Academic Council and concerned Board of Studies.

10. ASSESSMENT SYSTEM

The University can decide on the grade or percentage of marks required to pass in a course and also the CGPA required to qualify for a degree as per regulatory authority guidelines, taking into consideration, the recommendations of the concerned statutory professional council.

11. DEGREE/GRADE SHEET

- a. Student shall be declared eligible for the award of the three year Degree, if he/she fulfills all requirements set by Regulatory Authority.
- b. Student shall be eligible for award of Degree subject to passing the Program and all courses within the stipulated time period.

12. GENERAL INSTRUCTIONS

- a. Board of Management of the University shall be the competent authority to make decisions on the matters which are not covered in this ordinance.
- b. The subject to be studied in different semesters includes industrial training, projects, etc. shall be as per the University schemes, approved by Board of Studies and the board of Management of the University and in accordance with the norms of regulatory authority.
- c. Notwithstanding anything stated in this Ordinance for any unforeseen issues arising and not covered by this Ordinance or in the event of differences of interpretation, the Vice-Chancellor may take a decision after obtaining, if necessary, the opinion/advice of a Committee, consisting of the Principal/Dean of the concerned Department. The decision of the Vice-Chancellor shall be final.
- d. The Reservation of SC/ST/Other category candidates shall be applicable as per the norms of the State Government of Madhya Pradesh and/or the Government of India.

EKLAVYA UNIVERSITY
ORDINANCE NO. 47
MASTER OF SOCIAL WORK (MSW)
2-YEAR DEGREE COURSE

1. NAME OF PROGRAM & APPLICABILITY

- a. 2-year **Master of Social Work (MSW) Degree Course** shall be quoted simply 'Program' hereafter in this ordinance, subject to the recommendation of the respective Board of Studies and as per norms of the concerned Regulatory Authority. The Board of Studies is authorized to recommend further additions/alterations in this Ordinance with the approval of MPPURC and Government of M.P.
- b. Name of the Faculty/ Board of Studies is **School of Art & Humanities** and the Department shall be **Department of Social Work and Sociology..**
- c. The degree will include areas of study/subjects/ as specified in ordinance 12 specializations as recommended by the Academic Council and concerned Board of Studies of the University.

2. ELIGIBILITY FOR ADMISSION

- a. Graduate in relevant subjects (also securing minimum pass marks in these subjects as per the norms of regulatory authority/council) from any recognized University would be mandatory for admission in **Master of Social work (MSW) program.**
- b. Notwithstanding anything contained in the above-mentioned rules, the eligibility criteria will be as decided by the Governing Body and the Academic Council from time to time, in accordance with the concerned regulatory body.
- c. Admissions shall be according to the criteria made by the Admission Committee and the concerned Regulatory Authority.

3. CRITERIA FOR SELECTION

Admissions shall take place on the criteria approved by the Admission Committee and Vice Chancellor. (As per Ordinance No.01)

4. NUMBER OF SEATS

Will be decided from time to time by the University Academic Council as per guidelines of the concerned Regulatory Authorities and other statutory bodies as and where applicable.

5. COMMENCEMENT & DURATION

- a. Scheduled period for the completion of MSW Program is **2 years**.
- b. Maximum duration of Program completion is **4 years**.
- c. Each Academic year shall comprise of 2 semesters each.
- d. The Programs shall generally commence in July/August every year. Barring exceptional circumstances.
- e. Each semester shall be spread over not less than 90 teaching days.
- f. Ten day vacation as semester break shall be granted to the students between two semesters.

6. FEE STRUCTURE

- a. All the fees categories including Program fee and the examination fee shall be determined by the University from time to time and shall be payable by the students at the beginning of each semester.
- b. Registrar shall notify the quantum of fees payable and the schedule of registration before the start of each semester.
- c. Fees, once paid, and if student has started attending the classes, will not be refundable in any case except for the caution money. In some cases of genuine hardship, the Vice-Chancellor may permit an extension in the last date of payment of fees, however all the students shall be required to pay the prescribed fee before the start of examination. In **case** any student has been allowed to appear in the examination, the result of such student shall be withheld till all his dues are cleared.
- d. The fees shall be applicable as per approval of Board of Management from time to time with the approval of MPPURC.

7. MEDIUM OF INSTRUCTION

Medium of instruction and examinations would be English/Hindi as per the choice filled by the student, in accordance to the guidelines prescribed by regulatory authority.

8. ATTENDANCE

Regular students, to be eligible to appear in the University examination, are required to attend a minimum of 75% theory classes and 75% practical classes, in each semester.

9. EXAMINATIONS

- a. **Internal Assessment** shall be based on class work/assignments/attendance.
- b. **Mid Sem or half yearly Examination:** One half yearly exam in case of Yearly exam and two mid semester examinations shall be conducted in each Semester and marks of the best of two will be considered for the final result of that semester
- c. **University Examination:** shall be conducted as per Ordinance No. 03 & 04. Details of subjects and credits shall be prescribed as per the scheme duly approved by the Academic Council and concerned Board of Studies.

10. ASSESSMENT SYSTEM

The University can decide on the grade or percentage of marks required to pass in a course and also the CGPA required to qualify for a degree as per regulatory authority guidelines, taking into consideration, the recommendations of the concerned statutory professional council.

11. DEGREE/GRADE SHEET

- a. Student shall be declared eligible for the award of the two year Degree, if he/she fulfills all requirements set by Regulatory Authority.
- b. Student shall be eligible for award of Degree subject to passing the Program and all courses within the stipulated time period.

12. GENERAL INSTRUCTIONS

- a. Board of Management of the University shall be the competent authority to make decisions on the matters which are not covered in this ordinance.
- b. The subject to be studied in different semesters includes industrial training, projects, etc. shall be as per the University schemes, approved by Board of Studies and the board of Management of the University and in accordance with the norms of concerned regulatory authority.
- c. Notwithstanding anything stated in this Ordinance for any unforeseen issues arising and not covered by this Ordinance or in the event of differences of interpretation, the Vice-Chancellor may take a decision after obtaining, if necessary, the opinion/advice of a Committee, consisting of the Principal/Dean of the concerned Department. The decision of the Vice-Chancellor shall be final.
- d. The Reservation of SC/ST/Other category candidates shall be applicable as per the norms of the State Government of Madhya Pradesh and/or the Government of India.

EKLAVYA UNIVERSITY
ORDINANCE NO. 48
BACHELOR OF SCIENCE (B.Sc.)/ BACHELOR OF ARTS (B.A.)
YOGIC SCIENCES
3-YEAR DEGREE PROGRAM

1. NAME OF PROGRAM & APPLICABILITY

- a. 3-Year **Bachelor of Science/Bachelor of Arts in Yogic Sciences Degree Program** shall be quoted simply 'Program' hereafter in this ordinance, subject to the recommendation of the respective Board of Studies and as per norms of the concerned regulatory authority. The Board of Studies is authorized to recommend further additions/ alterations in this Ordinance with the approval of MPPURC and Government of M.P.
- b. Name of the Faculty/ Board of Studies is **School of Naturopathy & Yogic Sciences** and the Department shall be **Department of Naturopathy & Yogic Sciences**.
- c. The degree will include areas of study/subjects/specializations as recommended by the Academic Council and concerned Board of Studies of the University.

2. ELIGIBILITY FOR ADMISSION

- a. Minimum qualification for admission in **Bachelor of Science/ Bachelor of Arts in Yogic Sciences** Program shall 10+2 pass from a recognized Board.
- b. Notwithstanding anything contained in the above-mentioned rules, the eligibility criteria will be as decided by the Governing Body and the Academic Council from time to time, in accordance with the concerned regulatory authority.
- c. Admissions shall be according to the criteria made by the Admission Committee and the concerned regulatory authority.

3. CRITERIA FOR SELECTION

Admissions shall take place on the criteria approved by the Admission Committee and Vice Chancellor. (As per Ordinance No. 01)

4. NUMBER OF SEATS

Will be decided from time to time by the University Academic Council as per guidelines of the concerned Regulatory Authority and other statutory bodies as and where applicable.

5. COMMENCEMENT & DURATION

- a. Scheduled period for the completion of BA/B.Sc. Program is **3 years**.
- b. Maximum duration of Program completion is **6 years**.
- c. Each Academic year shall comprise of 2 semesters each.
- d. The Programs shall generally commence in July/August every year. Barring exceptional circumstances.
- e. Each semester shall be spread over not less than 90 teaching days.
- f. Ten day vacation as semester break shall be granted to the students between two semesters.

6. FEE STRUCTURE

- a. All the fees categories including Program fee and the examination fee shall be determined by the University from time to time and shall be payable by the students at the beginning of each semester.

- b. Registrar shall notify the quantum of fees payable and the schedule of registration before the start of each semester.
- c. Fees, once paid, and if student has started attending the classes, will not be refundable in any case except for the caution money. In some cases of genuine hardship, the Vice-Chancellor may permit an extension in the last date of payment of fees, however all the students shall be required to pay the prescribed fee before the start of examination. In case any student has been allowed to appear in the examination, the result of such student shall be withheld till all his dues are cleared.
- d. The fees shall be applicable as per approval of Board of Management from time to time with the Approval of MPPURC.

7. MEDIUM OF INSTRUCTION

Medium of instruction and examinations would be English/Hindi as per the choice filled by the student, in accordance to the guidelines prescribed by regulatory authority.

8. ATTENDANCE

Regular students, to be eligible to appear in the University examination, are required to attend a minimum of 75% theory classes and 75% practical classes, in each semester.

9. EXAMINATIONS

- a. **Internal Assessment** shall be based on class work/assignments/attendance.
- b. **Mid Sem or half yearly Examination:** One half yearly exam in case of Yearly exam and two mid semester examinations shall be conducted in each Semester and marks of the best of two will be considered for the final result of that semester
- c. **University Examination:** shall be conducted as per Ordinance No. 03 & 04. Details of subjects and credits shall be prescribed as per the scheme duly approved by the Academic Council and concerned Board of Studies.

10. ASSESSMENT SYSTEM

The University can decide on the grade or percentage of marks required to pass in a course and also the CGPA required to qualify for a degree as per regulatory authority guidelines, taking into consideration, the recommendations of the concerned statutory professional council.

11. DEGREE/GRADE SHEET

- a. Student shall be declared eligible for the award of the three years Degree, if he/she fulfills all requirements set by Regulatory Authority.
- b. Student shall be eligible for award of Degree subject to passing the Program and all courses within the stipulated time period.

12. GENERAL INSTRUCTIONS

- a. Board of Management of the University shall be the competent authority to make decisions on the matters which are not covered in this ordinance.
- b. The subject to be studied in different semesters includes industrial training, projects, etc. shall be as per the University schemes, approved by Board of Studies and the board of Management of the University and in accordance with the regulatory authority.
- c. Notwithstanding anything stated in this Ordinance for any unforeseen issues arising and not covered by this Ordinance or in the event of differences of interpretation, the Vice-Chancellor may take a decision after obtaining, if necessary, the opinion/advice of a Committee, consisting of the Principal/Dean of the concerned Department. The decision of the Vice-Chancellor shall be final.
- d. The Reservation of SC/ST/Other category candidates shall be applicable as per the norms of the State Government of Madhya Pradesh and/or the Government of India.

EKLAVYA UNIVERSITY
ORDINANCE NO. 49
MASTER OF SCIENCE (M.Sc.)/MASTER OF ARTS (M.A.)
YOGIC SCIENCES
2-YEAR DEGREE PROGRAM

1. NAME OF PROGRAM & APPLICABILITY

- a. 2-Year **Master of Science/Master of Arts in Yogic Sciences Degree Program** shall be quoted simply 'Program' hereafter in this ordinance, subject to the recommendation of the respective Board of Studies and as per norms of the concerned regulatory authority. The Board of Studies is authorized to recommend further additions/ alterations in this Ordinance with the approval of MPPURC and Government of M.P.
- b. Name of the Faculty/ Board of Studies is **School of Naturopathy & Yogic Sciences** and the Department shall be **Department of Naturopathy & Yogic Sciences**.
- c. The degree will include areas of study/subjects/specializations as recommended by the Academic Council and concerned Board of Studies of the University.

2. ELIGIBILITY FOR ADMISSION

- a. Graduate with relevant subjects (also securing pass marks in these subjects as per norms of concerned regulatory authority/council) from any recognized University would be mandatory for admission in the program.
- b. Notwithstanding anything contained in the above-mentioned rules, the eligibility criteria will be as decided by the Governing Body and the Academic Council from time to time, in accordance with the concerned regulatory authority.
- c. Admissions shall be according to the criteria made by the Admission Committee and the concerned regulatory authority.

3. CRITERIA FOR SELECTION

Admissions shall take place on the criteria approved by the Admission Committee and Vice Chancellor. (As per Ordinance No. 01)

4. NUMBER OF SEATS

Will be decided from time to time by the University Academic Council as per guidelines of the concerned Regulatory Authority and other statutory bodies as and where applicable.

5. COMMENCEMENT & DURATION

- a. Scheduled period for the completion of MA/M.Sc. Yogic Sciences Program is **2 years**.
- b. Maximum duration of Program completion is **4 years**.
- c. Each Academic year shall comprise of 2 semesters each.
- d. The Programs shall generally commence in July/August every year. Barring exceptional circumstances.
- e. Each semester shall be spread over not less than 90 teaching days.
- f. Ten day vacation as semester break shall be granted to the students between two semesters.

6. FEE STRUCTURE

- a. All the fees categories including Program fee and the examination fee shall be determined by the University from time to time and shall be payable by the students at the beginning of each semester.
- b. Registrar shall notify the quantum of fees payable and the schedule of registration before the start of each semester.

- c. Fees, once paid, and if student has started attending the classes, will not be refundable in any case except for the caution money. In some cases of genuine hardship, the Vice-Chancellor may permit an extension in the last date of payment of fees, however all the students shall be required to pay the prescribed fee before the start of examination. In case any student has been allowed to appear in the examination, the result of such student shall be withheld till all his dues are cleared.
- d. The fees shall be applicable as per approval of Board of Management from time to time with the Approval of MPPURC.

7. MEDIUM OF INSTRUCTION

Medium of instruction and examinations would be English/Hindi as per the choice filled by the student, in accordance to the guidelines prescribed by regulatory authority.

8. ATTENDANCE

Regular students, to be eligible to appear in the University examination, are required to attend a minimum of 75% theory classes and 75% practical classes, in each semester.

9. EXAMINATIONS

- a. **Internal Assessment** shall be based on class work/assignments/attendance.
- b. **Mid Sem or half yearly Examination:** One half yearly exam in case of Yearly exam and two mid semester examinations shall be conducted in each Semester and marks of the best of two will be considered for the final result of that semester.
- c. **University Examination:** shall be conducted as per Ordinance No. 03 & 04. Details of subjects and credits shall be prescribed as per the scheme duly approved by the Academic Council and concerned Board of Studies.

10. ASSESSMENT SYSTEM

The University can decide on the grade or percentage of marks required to pass in a course and also the CGPA required to qualify for a degree as per regulatory authority guidelines, taking into consideration, the recommendations of the concerned statutory professional council.

11. DEGREE/GRADE SHEET

- a. Student shall be declared eligible for the award of the two year degree, if he/she fulfills all requirements set by Regulatory Authority.
- b. Student shall be eligible for award of Degree subject to passing the Program and all courses within the stipulated time period.

12. GENERAL INSTRUCTIONS

- a. Board of Management of the University shall be the competent authority to make decisions on the matters which are not covered in this ordinance.
- b. The subject to be studied in different semesters includes industrial training, projects, etc. shall be as per the University schemes, approved by Board of Studies and the board of Management of the University and in accordance with the norms of concerned regulatory authority.
- c. Notwithstanding anything stated in this Ordinance for any unforeseen issues arising and not covered by this Ordinance or in the event of differences of interpretation, the Vice-Chancellor may take a decision after obtaining, if necessary, the opinion/advice of a Committee, consisting of the Principal/Dean of the concerned Department. The decision of the Vice-Chancellor shall be final.
- d. The Reservation of SC/ST/Other category candidates shall be applicable as per the norms of the State Government of Madhya Pradesh and/or the Government of India.

EKLAVYA UNIVERSITY
ORDINANCE NO. 50
BACHELOR OF NATUROPATHY & YOGIC SCIENCE (BNYS)
5½ - YEARS DEGREE PROGRAM

1. NAME OF PROGRAM & APPLICABILITY

- a. 5½-year course (including 1-year Internship) Bachelor of Naturopathy and Yogic Sciences (BNYS) Program shall be quoted simply 'Program' hereafter in this ordinance, subject to the recommendation of the respective Board of Studies and as per norms of the concerned regulatory authority. The Board of Studies is authorized to recommend further Additions/ Alterations in this Ordinance with the approval of MPPURC and Government of M.P.
- b. Name of the Faculty/ Board of Studies is **School of Naturopathy & Yogic Sciences** and the Department shall be **Department of Naturopathy & Yogic Sciences**.
- c. The degree will include areas of study/subjects/specializations as recommended by the Academic Council and concerned Board of Studies of the University

2. ELIGIBILITY FOR ADMISSION

- a. Passing of higher secondary school certificate Examination 10+2 with Sciences (PCB) from any recognized board with minimum pass marks as prescribed by the concerned authority/ council.
- b. Notwithstanding anything contained in the above-mentioned rules, the eligibility criteria will be as decided by the Governing Body and the Academic Council from time to time, in accordance with the concerned regulatory authority.
- c. Admissions shall be according to the criteria made by the Admission Committee and the concerned regulatory authority.

3. CRITERIA FOR SELECTION

Admissions shall take place on the criteria approved by the Committee and Vice Chancellor. (As per Ordinance No. 01)

4. NUMBER OF SEATS

Will be decided from time to time by the University Academic Council as per guidelines of the concerned Regulatory Authority and other statutory bodies as and where applicable.

5. COMMENCEMENT & DURATION

- a. Scheduled period of the B.N.Y.S. Course - 4½ years + 1 year Internship=5½ year, based on annual exam system (Last academic year of the program will be of 1½ year)
- b. Maximum duration of Program completion is 9 years.
- c. The Programs shall generally commence in July/August every year. Barring exceptional circumstances.
- d. Each year shall be spread over not less than 180 teaching days.
- e. Ten day vacation after half yearly examination shall be granted to the students

6. FEE STRUCTURE

- a. All the fees categories including Program fee and the examination fee shall be determined by the University from time to time and shall be payable by the students at the beginning of each Year.

- b. Registrar shall notify the quantum of fees payable and the schedule of registration before the start of each Year.
- c. Fees, once paid, and if student has started attending the classes, will not be refundable in any case except for the caution money. In some cases of genuine hardship, the Vice-Chancellor may permit an extension in the last date of payment of fees, however all the students shall be required to pay the prescribed fee before the start of examination. In case any student has been allowed to appear in the examination, the result of such student shall be withheld till all his dues are cleared.
- d. The fees shall be applicable as per approval of Board of Management from time to time.

7. MEDIUM OF INSTRUCTION

Medium of instruction and examinations would be English/Hindi as per the choice filled by the student, in accordance to the guidelines prescribed by regulatory authority.

8. ATTENDANCE

Regular students, to be eligible to appear in the University examination, are required to attend a minimum of 75% theory classes and 75% practical classes, in each semester.

9. EXAMINATIONS

- a. **Internal Assessment** shall be based on class assessment /test/assignments.
- b. **Half Yearly Examination:** The Half Yearly examination will be conducted for each course in each academic year.
- c. **University Examination** shall be conducted as prescribed by the Concerned regulatory council, as per the scheme duly approved by the Academic Council.

10. ASSESMENT SYSTEM

The University can decide on the grade or percentage of marks required to pass in a course or as per concerned regulatory authority/ council guidelines.

11. DEGREE/GRADE SHEET

- a. Student shall be declared eligible for the award of the 5½ year Degree, if he/she fulfills all requirements set by Regulatory Authority.
- b. Student shall be eligible for award of Degree subject to passing the Program and all courses within the stipulated time period.

12. GENERAL INSTRUCTIONS

- a. Board of Management of the University shall be the competent authority to make decisions on the matters which are not covered in this ordinance.
- b. The subject to be studied in different Years include lab work, practicals, industrial training, projects, etc. shall be as per the University schemes, approved by Board of Studies of the University as per the norms of concerned regulatory Authority and the board of Management of the University.
- c. Notwithstanding anything stated in this Ordinance for any unforeseen issues arising and not covered by this Ordinance or in the event of differences of interpretation, the Vice-Chancellor may take a decision after obtaining, if necessary, the opinion/advice of a Committee, consisting of the Principal/ Dean of concerned Departments. The decision of the Vice-Chancellor shall be final.
- d. The Reservation of SC/ ST/ Other category candidates shall be applicable as per the norms of the State Government of Madhya Pradesh and/or the Government of India.

EKLAVYA UNIVERSITY
ORDINANCE NO. 51
BACHELOR OF EDUCATION (B.Ed.)
2-YEAR DEGREE PROGRAM

1. NAME OF PROGRAM & APPLICABILITY

- a. 2-Year **Bachelor of Education (B.Ed.) Degree Program** shall be quoted simply 'Program' hereafter in this ordinance, subject to the recommendation of the respective Board of Studies and as per norms of the concerned regulatory authority. The Board of Studies is authorized to recommend further additions/alterations in this Ordinance with the approval of MPPURC and Government of M.P.
- b. Name of the Faculty/ Board of Studies is **School of Education & Library Science** and the Department shall be **Department of Education**.
- c. The degree will include areas of study/subjects/specializations as recommended by the Academic Council and concerned Board of Studies of the University.

2. ELIGIBILITY FOR ADMISSION

- a. Graduate with any subject from any recognized University (minimum marks would be as per the guidelines issued from regulatory authority / council) would be mandatory for admission in the program.
- b. Notwithstanding anything contained in the above-mentioned rules, the eligibility criteria will be as decided by the Governing Body and the Academic Council from time to time, in accordance with the concerned regulatory authority.
- c. Admissions shall be according to the criteria made by the Admission Committee and the concerned regulatory authority.

3. CRITERIA FOR SELECTION

Admissions shall take place on the criteria approved by the Admission Committee and Vice Chancellor. (As per Ordinance No.01)

4. NUMBER OF SEATS

Will be decided from time to time by the University Academic Council as per guidelines of the concerned Regulatory Authority and other statutory bodies as and where applicable.

5. COMMENCEMENT & DURATION

- a. Scheduled period for the completion of B.Ed. Program is **2 years**.
- b. Maximum duration of Program completion is **3 years**.
- c. Each Academic year shall comprise of 2 semesters each.
- d. The Programs shall generally commence in July/August every year. Baring exceptional circumstances.
- e. Each semester shall be spread over not less than 90 teaching days.
- f. Ten day vacation as semester break shall be granted to the students between two semesters.

6. FEE STRUCTURE

- a. All the fees categories including Program fee and the examination fee shall be determined by the University from time to time and shall be payable by the students at the beginning of each semester.

- b. Registrar shall notify the quantum of fees payable and the schedule of registration before the start of each semester.
- c. Fees, once paid, and if student has started attending the classes, will not be refundable in any case except for the caution money. In some cases of genuine hardship, the Vice-Chancellor may permit an extension in the last date of payment of fees, however all the students shall be required to pay the prescribed fee before the start of examination. In case any student has been allowed to appear in the examination, the result of such student shall be withheld till all his dues are cleared.
- d. The fees shall be applicable as per approval of Board of Management from time to time with the Approval of MPPURC.

7. MEDIUM OF INSTRUCTION

Medium of instruction and examinations would be English/Hindi as per the choice filled by the student, in accordance to the guidelines prescribed by regulatory authority.

8. ATTENDANCE

Regular students, to be eligible to appear in the University examination, are required to attend a minimum of 80% in theory and 90% practical classes, in each semester.

9. EXAMINATIONS

- a. **Internal Assessment** shall be based on class work/assignments/attendance.
- b. **Mid Semester Examination:** Two mid semester examinations shall be conducted in each Semester and marks of the best of two will be considered for the final result of that semester.
- c. **University Examination:** shall be conducted as per Ordinance No. 03 & 04. Details of subjects and credits shall be prescribed as per the scheme duly approved by the Academic Council and concerned Board of Studies.

10. ASSESSMENT SYSTEM

The University can decide on the grade or percentage of marks required to pass in a course and also the CGPA required to qualify for a degree as per regulatory authority guidelines, taking into consideration, the recommendations of the concerned statutory professional council.

11. DEGREE/GRADE SHEET

- a. Student shall be declared eligible for the award of the two year Degree, if he/she fulfills all requirements set by Regulatory Authority.
- b. Student shall be eligible for award of Degree subject to passing the Program and all courses within the stipulated time period.

12. GENERAL INSTRUCTIONS

- a. Board of Management of the University shall be the competent authority to make decisions on the matters which are not covered in this ordinance.
- b. The subject to be studied in different semesters includes industrial training, projects, etc. shall be as per the University schemes, approved by Board of Studies and the board of Management of the University and in accordance with the norms of regulatory authority.
- c. Notwithstanding anything stated in this Ordinance for any unforeseen issues arising and not covered by this Ordinance or in the event of differences of interpretation, the Vice-Chancellor may take a decision after obtaining, if necessary, the opinion/advice of a Committee, consisting of the Principal/Dean of the concerned Department. The decision of the Vice-Chancellor shall be final.
- d. The Reservation of SC/ST/Other category candidates shall be applicable as per the norms of the State Government of Madhya Pradesh and/or the Government of India.

EKLAVYA UNIVERSITY
ORDINANCE NO. 52
MASTER OF EDUCATION (M.Ed.)
2-YEAR POST GRADUATE DEGREE PROGRAM

1. NAME OF PROGRAM & APPLICABILITY

- a. 2-Year **Master of Education (M.Ed.) Post Graduate Degree Program** shall be quoted simply 'Program' hereafter in this ordinance, subject to the recommendation of the respective Board of Studies and as per norms of the concerned regulatory authority. The Board of Studies is authorized to recommend further additions/alterations in this ordinance with the approval of MPPURC and Government of M.P.
- b. Name of the Faculty/ Board of Studies is **School of Education & Library Science** and the Department shall be **Department of Education**.
- c. The degree will include areas of study/subjects/specializations as recommended by the Academic Council and concerned Board of Studies of the University.

2. ELIGIBILITY FOR ADMISSION

- a. Graduate in B.Ed/ B.El.Ed/ Integrated BA/B.Sc./B.Com. - B.Ed or B.A. in Education from any recognized University with minimum marks as prescribed by the regulatory authority/council would be mandatory for admission in the program.
- b. Notwithstanding anything contained in the above-mentioned rules, the eligibility criteria will be as decided by the Governing Body and the Academic Council from time to time, in accordance with the concerned regulatory authority, NCTE.
- c. Admissions shall be according to the criteria made by the Admission Committee and the concerned regulatory authority, NCTE.

3. CRITERIA FOR SELECTION

Admissions shall take place on the criteria approved by the Admission Committee and Vice Chancellor. (As per Ordinance No.01)

4. NUMBER OF SEATS

Will be decided from time to time by the University Academic Council as per guidelines of the concerned Regulatory Authority and other statutory bodies as and where applicable.

5. COMMENCEMENT & DURATION

- a. Scheduled period for the completion of M.Ed. Program is **2 years**.
- b. Maximum duration of Program completion is **3 years**.
- c. Each Academic year shall comprise of 2 semesters each.
- d. The Programs shall generally commence in July/August every year. Barring exceptional circumstances.
- e. Each semester shall be spread over not less than 90 teaching days.
- f. Ten day vacation as semester break shall be granted to the students between two semesters.
- g.

6. FEE STRUCTURE

- a. All the fees categories including Program fee and the examination fee shall be determined by the University from time to time and shall be payable by the students at the beginning of each semester.

1. Registrar shall notify the quantum of fees payable and the schedule of

registration before the start of each semester.

- c. Fees, once paid, and if student has started attending the classes, will not be refundable in any case except for the caution money. In some cases of genuine hardship, the Vice-Chancellor may permit an extension in the last date of payment of fees, however all the students shall be required to pay the prescribed fee before the start of examination. In case any student has been allowed to appear in the examination, the result of such student shall be withheld till all his dues are cleared.
- d. The fees shall be applicable as per approval of Board of Management from time to time with the Approval of MPPURC.

7. MEDIUM OF INSTRUCTION

Medium of instruction and examinations would be English/Hindi as per the choice filled by the student, in accordance to the guidelines prescribed by regulatory authority.

8. ATTENDANCE

Regular students, to be eligible to appear in the University examination, are required to attend a minimum of 80% theory classes and 90% practical classes, in each semester

9. EXAMINATIONS

- a. **Internal Assessment** shall be based on class work/assignments/attendance.
- b. **Mid Semester Examination:** Two mid semester examinations shall be conducted in each Semester and marks of the best of two will be considered for the final result of that semester.
- c. **University Examination:** shall be conducted as per Ordinance No. 03 & 04. Details of subjects and credits shall be prescribed as per the scheme duly approved by the Academic Council and concerned Board of Studies.

10. ASSESSMENT SYSTEM

The University can decide on the grade or percentage of marks required to pass in a course and also the CGPA required to qualify for a degree as per regulatory authority guidelines, taking into consideration, the recommendations of the concerned statutory professional council.

11. DEGREE / GRADE SHEET

- a. Student shall be declared eligible for the award of the two year Degree, if he/she fulfills all requirements set by Regulatory Authority.
- b. Student shall be eligible for award of Degree subject to passing the Program and all courses within the stipulated time period.

12. GENERAL INSTRUCTIONS

- a. Board of Management of the University shall be the competent authority to make decisions on the matters which are not covered in this ordinance.
- b. The subject to be studied in different semesters includes industrial training, projects, etc. shall be as per the University schemes, approved by Board of Studies and the board of Management of the University and in accordance with the norms of regulatory authority.
- c. Notwithstanding anything stated in this Ordinance for any unforeseen issues arising and not covered by this Ordinance or in the event of differences of interpretation, the Vice-Chancellor may take a decision after obtaining, if necessary, the opinion/advice of a Committee, consisting of the Principal/Dean of the concerned Department. The decision of the Vice-Chancellor shall be final.
- d. The Reservation of SC/ST/Other category candidates shall be applicable as per the norms of the State Government of Madhya Pradesh and/or the Government of India.

EKLAVYA UNIVERSITY
ORDINANCE NO. 53
DIPLOMA IN ELEMENTORY EDUCATION (D.El.Ed.)
2-YEARS DIPLOMA PROGRAM

1. NAME OF PROGRAM & APPLICABILITY

- a. 2-years **Diploma in Elementary Education (D.El.Ed.) Program** shall be quoted simply 'Program' hereafter in this ordinance, subject to the recommendation of the respective Board of Studies and as per norms of the concerned regulatory authorities. The Board of Studies is authorized to recommend further additions/alterations in this Ordinance with the approval of MPPURC and Government of M.P.
- b. Name of the Faculty/ Board of Studies is **School of Education & Library Science** and the Department shall be **Department of Education**.
- c. The degree will include areas of study/subjects/specializations as recommended by the Academic Council and concerned Board of Studies of the University.

2. ELIGIBILITY FOR ADMISSION

- a. 10+2 Pass from any recognized board would be eligible for admission in the program.
- b. Notwithstanding anything contained in the above-mentioned rules, the eligibility criteria will be as decided by the Governing Body and the Academic Council from time to time, in accordance with the concerned regulatory authority/council.
- c. Admissions shall be according to the criteria made by the Admission Committee and the concerned regulatory authority/council.

3. CRITERIA FOR SELECTION

Admissions shall take place on the criteria approved by the Admission Committee and Vice Chancellor. (As per Ordinance No. 01)

4. NUMBER OF SEATS

Will be decided from time to time by the University Academic Council as per guidelines of the concerned regulatory authority and other statutory bodies as and where applicable.

5. COMMENCEMENT & DURATION

- a. Scheduled period for the completion of D.El.Ed. Program is **2 year**.
- b. Maximum duration of Program completion is **3 years**.
- c. The Programs shall generally commence in July/August every year. Other than under exceptional circumstances.
- d. Each year shall be spread over not less than 180 teaching days.

6. FEE STRUCTURE

- a. All the fees categories including Program fee and the examination fee shall be determined by the University from time to time and shall be payable by the students at the beginning of each semester.
- b. Registrar shall notify the quantum of fees payable and the schedule of registration before the start of each semester.
- c. Fees, once paid, and if student has started attending the classes, will not be refundable in any case except for the caution money. In some cases of genuine

hardship, the Vice-Chancellor may permit an extension in the last date of payment of fees, however all the students shall be required to pay the prescribed fee before the start of examination. In case any student has been allowed to appear in the examination, the result of such student shall be withheld till all his dues are cleared.

- d. The fees shall be applicable as per approval of Board of Management from time to time with the Approval of MPPURC.

7. MEDIUM OF INSTRUCTION

Medium of instruction and examinations would be English/Hindi as per the choice filled by the student, in accordance to the guidelines prescribed by regulatory authority.

8. ATTENDANCE

Regular students, to be eligible to appear in the University examination, are required to attend a minimum of 80% theory classes and 90% practical classes, in each semester.

9. EXAMINATIONS

- Internal Assessment** shall be based on class work/assignments/attendance.
- Mid Sem or half yearly Examination:** One half yearly exam in case of Yearly exam and two mid semester examinations shall be conducted in each Semester and marks of the best of two will be considered for the final result of that semester..
- University Examination:** shall be conducted as per Ordinance No. 03 & 04. Details of subjects and credits shall be prescribed as per the scheme duly approved by the Academic Council and concerned Board of Studies.

10. ASSESSMENT SYSTEM

The University can decide on the grade or percentage of marks required to pass in a course and also the CGPA required to qualify for a diploma as per regulatory authority guidelines, taking into consideration, the recommendations of the concerned statutory professional council.

11. DIPLOMA/GRADE SHEET

- Student shall be declared eligible for the award of the one year diploma, if he/she fulfills all requirements set by regulatory authority.
- Student shall be eligible for award of diploma subject to passing the Program and all courses within the stipulated time period.

12. GENERAL INSTRUCTIONS

- Board of Management of the University shall be the competent authority to make decisions on the matters which are not covered in this ordinance.
- The subject to be studied in different semesters includes industrial training, projects, etc. shall be as per the University schemes, approved by Board of Studies and the board of Management of the University and in accordance with the norms of regulatory authority.
- Notwithstanding anything stated in this Ordinance for any unforeseen issues arising and not covered by this Ordinance or in the event of differences of interpretation, the Vice-Chancellor may take a decision after obtaining, if necessary, the opinion/advice of a Committee, consisting of the Principal/Dean of the concerned Department. The decision of the Vice-Chancellor shall be final.
- The Reservation of SC/ST/Other category candidates shall be applicable as per the norms of the State Government of Madhya Pradesh and/or the Government of India.

**EKLAVYA UNIVERSITY
ORDINANCE NO. 54**

**B.A.-B.Ed./B.Sc.-B.Ed./B.Com.-B.Ed.
4-YEAR INTEGRATED DEGREE PROGRAM**

1. NAME OF PROGRAM & APPLICABILITY

- a. 4-Year **Integrated Bachelor of Arts/Science/Commerce & Bachelor of Education (B.A. B.Ed./B.Sc. B.Ed./B.Com. B.Ed.) Degree Program** shall be quoted simply 'Program' hereafter in this ordinance, subject to the recommendation of the respective Board of Studies and as per norms of the concerned Regulatory Authority. The Board of Studies is authorized to recommend further additions/alterations in this Ordinance with the approval of MPPURC and Government of M.P.
- b. Name of the Faculty/ Board of Studies is **School of Education and Library Science** and the Department shall be **Department of Education**.
- c. The Degree will include areas of study/subjects/specializations as recommended by the Academic Council and concerned Board of Studies of the University.
- d. The 4 year Integrated Degree Program will be governed by the rules and regulations of the regulatory body, specific to the course.

2. ELIGIBILITY FOR ADMISSION

- a. 10+2 pass from a recognized Board (For B.Sc. B.Ed. science courses are compulsory). Minimum marks as per the norms of regulatory authority/council would be mandatory in qualifying examinations for admission in degree Program.
- b. Notwithstanding anything contained in the above-mentioned rules, the eligibility criteria will be as decided by the Governing Body and the Academic Council from time to time, in accordance with the concerned regulatory authority.
- c. Admissions shall be according to the criteria made by the Admission Committee and the concerned regulatory authority.

3. CRITERIA FOR SELECTION

Admissions shall take place on the criteria approved by the Admission Committee and Vice Chancellor. (As per Ordinance No.01)

4. NUMBER OF SEATS

Will be decided from time to time by the University Academic Council as per guidelines of the concerned Regulatory Authority and other statutory bodies as and where applicable.

5. COMMENCEMENT & DURATION

- a. Scheduled period for the completion of integrated degree Program is **4 year**.
- b. Maximum duration of Program completion is **6 years**.
- c. Each Academic year shall comprise of 2 semesters each.
- d. The Programs shall generally commence in July/August every year. Other than under Exceptional circumstances.
- e. Each semester shall be spread over not less than 90 teaching days.
- f. Ten day vacation as semester break shall be granted to the students between two semesters.

6. FEE STRUCTURE

- a. All the fees categories including Program fee and the examination fee shall be determined by the University from time to time and shall be payable by the students at the beginning of each semester.
- b. Registrar shall notify the quantum of fees payable and the schedule of registration before the start of each semester.

- c. Fees, once paid, and If student has started attending the classes, will not be refundable in any case except for the caution money. In some cases of genuine hardship, the Vice-Chancellor may permit an extension in the last date of payment of fees, however all the students shall be required to pay the prescribed fee before the start of examination. In case any student has been allowed to appear in the examination, the result of such student shall be withheld till all his dues are cleared.
- d. The fees shall be applicable as per approval of Board of Management from time to time with the Approval of MPPURC.

7. MEDIUM OF INSTRUCTION

Medium of instruction and examinations would be English/Hindi as per the choice filled by the student, in accordance to the guidelines prescribed by regulatory authority.

8. ATTENDANCE

Regular students, to be eligible to appear in the University examination, are required to attend a minimum of 80% theory classes and 90% practical classes, in each semester.

9. EXAMINATIONS

- a. **Internal Assessment** shall be based on class work/ assignments/ attendance.
- b. **Mid Semester Examination:** Two mid semester examinations for each theory & practical paper shall be conducted in each Semester and marks of the best of two will be considered for the final result of that semester.
- c. **University Examination** shall be conducted as per Ordinance No. 03 & 04. Details of subjects and credits shall be prescribed as per the scheme duly approved by the Academic Council.

10. ASSESSMENT SYSTEM

The University can decide on the grade or percentage of marks required to pass in a course and also the CGPA required to qualify for a degree as per regulatory authority guidelines, taking into consideration, the recommendations of the concerned statutory professional council.

11. DEGREE / GRADE SHEET

- a. Student shall be declared eligible for the award of the 4-Year Integrated Degree, if he/she fulfills all requirements set by Regulatory Authority.
- b. Student shall be eligible for award of Degree subject to passing the Program and all courses within the stipulated time period.

12. GENERAL INSTRUCTIONS

- a. Board of Management of the University shall be the competent authority to make decisions on the matters which are not covered in this ordinance.
- b. The subject to be studied in different semesters includes industrial training, projects, etc. shall be as per the University schemes, approved by Board of Studies and the board of Management of the University and in accordance with the norms of concerned regulatory authority.
- c. Notwithstanding anything stated in this Ordinance for any unforeseen issues arising and not covered by this Ordinance or in the event of differences of interpretation, the Vice-Chancellor may take a decision after obtaining, if necessary, the opinion/advice of a Committee, consisting of the Principal/Dean of the concerned Department. The decision of the Vice-Chancellor shall be final.
- d. The Reservation of SC/ST/Other category candidates shall be applicable as per the norms of the State Government of Madhya Pradesh and/or the Government of India.

EKLAVYA UNIVERSITY
ORDINANCE NO. 55
BACHELOR OF PHYSICAL EDUCATION (B.P.Ed.)
2-YEAR DEGREE PROGRAM

1. NAME OF PROGRAM & APPLICABILITY

- a. 2-Year **Bachelor of Physical Education (B.P.Ed.) Degree Program** shall be quoted simply 'Program' hereafter in this ordinance, subject to the recommendation of the respective Board of Studies and as per norms of the concerned Regulatory Authority. The Board of Studies is authorized to recommend further additions/alterations in this Ordinance with the approval of MPPURC and Government of M.P.
- b. Name of the Faculty/ Board of Studies is **School of Education & Library Science** and the Department shall be **Department of Physical Education**.
- c. The degree will include areas of study/subjects/specializations as recommended by the Academic Council and concerned Board of Studies of the University.

2. ELIGIBILITY FOR ADMISSION

- a. Minimum qualification for admission to the **Bachelor of Physical Education (B.P.Ed.) Degree Program** shall be 10+2 pass (minimum marks shall be as prescribed by the concerned regulatory authority/council) from a recognized Board.
- b. Notwithstanding anything contained in the above-mentioned rules, the eligibility criteria will be as decided by the Governing Body and the Academic Council from time to time, in accordance with the concerned regulatory authority/council.
- c. Admissions shall be according to the criteria made by the Admission Committee and the concerned regulatory authority/council.

3. CRITERIA FOR SELECTION

Admissions shall take place on the criteria approved by the Committee and Vice Chancellor. (As per Ordinance No. 01)

4. NUMBER OF SEATS

Will be decided from time to time by the University Academic Council as per guidelines of the concerned Regulatory Authority and other statutory bodies as and where applicable.

5. COMMENCEMENT & DURATION

- a. Scheduled period for the completion of B.P.Ed. Program is **2 years**.
- b. Maximum duration of Program completion is **3 years**.
- c. Each Academic year shall comprise of 2 semesters each.
- d. The Programs shall generally commence in July/August every year. Barring exceptional circumstances.
- e. Each semester shall be spread over not less than 90 teaching days.
- f. Ten day vacation as semester break shall be granted to the students between two semesters.

6. FEE STRUCTURE

- a. All the fees categories including Program fee and the examination fee shall be

determined by the University from time to time and shall be payable by the students at the beginning of each semester.

- b. Registrar shall notify the quantum of fees payable and the schedule of registration before the start of each semester.
- c. Fees, once paid, and if student has started attending the classes, will not refundable in any case except for the caution money. In some cases of genuine hardship, the Vice-Chancellor may permit an extension in the last date of payment of fees, however all the students shall be required to pay the prescribed fee before the start of examination. In case any student has been allowed to appear in the examination, the result of such student shall be withheld till all his dues are cleared.
- d. The fees shall be applicable as per approval of Board of Management from time to time with the Approval MPPURC.

7. MEDIUM OF INSTRUCTION

Medium of instruction and examinations would be English/Hindi as per the choice filled by the student, in accordance to the guidelines prescribed by regulatory authority.

8. ATTENDANCE

Regular students, to be eligible to appear in the University examination, are required to attend a minimum of 75% theory classes and 75% practical classes, in each semester.

9. EXAMINATIONS

- a. **Internal Assessment** shall be based on class work/assignments/attendance.
- b. **Mid Semester Examination:** Two mid semester examinations for each theory & practical paper shall be conducted in each Semester and marks of the best of two will be considered for the final result of that semester.
- c. **University Examination:** shall be conducted as per Ordinance No. 03 & 04. Details of subjects and credits shall be prescribed as per the scheme duly approved by the Academic Council.

10. ASSESSMENT SYSTEM

The University can decide on the grade or percentage of marks required to pass in a course and also the CGPA required to qualify for a degree as per regulatory authority guidelines, taking into consideration, the recommendations of the concerned statutory professional council.

11. DEGREE/GRADE SHEET

- a. Student shall be declared eligible for the award of the two years Degree, if he/she fulfills all requirements set by Regulatory Authority.
- b. Student shall be eligible for award of Degree subject to passing the Program and all courses within the stipulated time period.

12. GENERAL INSTRUCTIONS

- a. Board of Management of the University shall be the competent authority to make decisions on the matters which are not covered in this ordinance.
- b. The subject to be studied in different semesters include lab work, practicals, industrial training, projects, etc. shall be as per the University schemes, approved by Board of Studies of the University as per the norms of concerned regulatory authority norms and the Board of Management of the University.
- c. Notwithstanding anything stated in this Ordinance for any unforeseen issues arising and not covered by this Ordinance or in the event of differences of interpretation, the Vice-Chancellor may take a decision after obtaining, if necessary, the opinion/advice of a Committee, consisting of the Principal/ Dean of concerned Department/ School. The decision of the Vice-Chancellor shall be final.
- d. The Reservation of SC/ ST/ Other category candidates shall be applicable as per the norms of the State Government of Madhya Pradesh and/or the Government of India.

EKLAVYA UNIVERSITY
ORDINANCE NO. 56
MASTER OF PHYSICAL EDUCATION (M.P.Ed.)
2 YEARS DEGREE PROGRAM

1. NAME OF PROGRAM & APPLICABILITY

- a. 2-Year **Master of Physical Education (M.P.Ed.) Degree Program** shall be quoted simply 'Program' hereafter in this ordinance, subject to the recommendation of the respective Board of Studies and as per norms of the concerned Regulatory Authority. The Board of Studies is authorized to recommend further additions/alterations in this Ordinance with the approval of MPPURC and Government of M.P.
- b. Name of the Faculty/ Board of Studies is **School of Education & Library Science** and the Department shall be **Department of Physical Education**.
- c. The degree will include **areas** of study/subjects/specializations as recommended by the Academic Council and concerned Board of Studies of the University.

2. ELIGIBILITY FOR ADMISSION

- a. B.P.Ed. degree from a recognized University with minimum marks as prescribed by concerned regulatory authority/council would be mandatory for admission in Master of Physical Education (M.P.Ed.) program.
- b. Notwithstanding anything contained in the above-mentioned rules, the eligibility criteria will be as decided by the Governing Body and the Academic Council from time to time, in accordance with the concerned regulatory authority.
- c. Admissions shall be according to the criteria made by the Admission Committee and the concerned regulatory authority.

3. CRITERIA FOR SELECTION

Admissions shall take place on the criteria approved by the Committee and Vice Chancellor. (As per Ordinance No. 01)

4. NUMBER OF SEATS

Will be decided from time to time by the University Academic Council as per guidelines of the concerned Regulatory Authority and other statutory bodies as and where applicable.

5. COMMENCEMENT & DURATION

- a. Scheduled period for the completion of M.P.Ed. Program is **2 years**.
- b. Maximum duration of Program completion is **3 years**.
- c. Each Academic year shall comprise of 2 semesters each.
- d. The Programs shall generally commence in July/August every year. Other than under Exceptional circumstances.
- e. Each semester shall be spread over not less than 90 teaching days.
- f. Ten day vacation as semester break shall be granted to the students between two semesters.

6. FEE STRUCTURE

- a. All the fees categories including Program fee and the examination fee shall be determined by the University from time to time and shall be payable by the students at the beginning of each semester.
- b. Registrar shall notify the quantum of fees payable and the schedule of registration before the start of each semester.

- c. Fees, once paid, and if student has started attending the classes, will not refundable in any case except for the caution money. In some cases of genuine hardship, the Vice-Chancellor may permit an extension in the last date of payment of fees however, all the students shall be required to pay the prescribed fee before the start of examination. In case any student has been allowed to appear in the examination, the result of such student shall be withheld till all his dues are cleared.
- d. The fees shall be applicable as per approval of Board of Management from time to time.

7. MEDIUM OF INSTRUCTION

Medium of instruction and examinations would be English/Hindi as per the choice filled by the student, in accordance to the guidelines prescribed by regulatory authority.

8. ATTENDANCE

Regular students, to be eligible to appear in the University examination, are required to attend a minimum of 75% both in theory classes and practical classes, in each semester.

9. EXAMINATIONS

- a. **Internal Assessment** shall be based on class work/assignments/attendance.
- b. **Mid Semester Examination:** Two mid semester examinations for each theory & practical paper shall be conducted in each Semester and marks of the best of two will be considered for the final result of that semester.
- c. **University Examination:** shall be conducted as per Ordinance No. 03 & 04. Details of subjects and credits shall be prescribed as per the scheme duly approved by the Academic Council.

10. ASSESMENT SYSTEM

The University can decide on the grade or percentage of marks required to pass in a course and also the CGPA required to qualify for a degree as per regulatory authority guidelines, taking into consideration, the recommendations of the concerned statutory professional council.

11. DEGREE/GRADE SHEET

- a. Student shall be declared eligible for the award of the two years Degree, if he/she fulfills all requirements set by Regulatory Authority.

12. GENERAL INSTRUCTIONS

- a. Board of Management of the University shall be the competent authority to make decisions on the matters which are not covered in this ordinance.
- b. The subject to be studied in different semesters include lab work, practicals, industrial training, projects, etc. shall be as per the University schemes, approved by Board of Studies of the University as per the norms of concerned regulatory Authority/council and the Board of Management of the University.
- c. Notwithstanding anything stated in this Ordinance for any unforeseen issues arising and not covered by this Ordinance or in the event of differences of interpretation, the Vice-Chancellor may take a decision after obtaining, if necessary, the opinion/advice of a Committee, consisting of the Principal/ Dean of the Department. The decision of the Vice-Chancellor shall be final.
- d. The Reservation of SC/ ST/ Other category candidates shall be applicable as per the norms of the State Government of Madhya Pradesh and/or the Government of India.

EKLAVYA UNIVERSITY
ORDINANCE NO. 57
BACHELOR OF PHYSICAL EDUCATION AND SPORTS (B.P.E.S)
3-YEAR DEGREE PROGRAM

1. NAME OF PROGRAM & APPLICABILITY

- a. 3-Year **Bachelor of Physical Education and Sports (B.P.E.S) Degree Program** shall be quoted simply 'Program' hereafter in this ordinance, subject to the recommendation of the respective Board of Studies and as per norms of the concerned regulatory authority. The Board of Studies is authorized to recommend further additions/ alterations in this Ordinance with the approval of MPPURC and Government of M.P.
- b. Name of the Faculty/ Board of Studies is **School of Education & Library Science** and the Department shall be **Department of Physical Education**.
- c. The degree will include areas of study/subjects/specializations as recommended by the Academic Council and concerned Board of Studies of the University.

2. ELIGIBILITY FOR ADMISSION

- a. 10+2 pass from any recognized board with minimum pass marks as prescribed by concerned regulatory authority/council would be mandatory for admission in the program.
- b. Notwithstanding anything contained in the above-mentioned rules, the eligibility criteria will be as decided by the Governing Body and the Academic Council from time to time, in accordance with the concerned regulatory authority.
- c. Admissions shall be according to the criteria made by the Admission Committee and the concerned regulatory authority.

3. CRITERIA FOR SELECTION

Admissions shall take place on the criteria approved by the Admission Committee and Vice Chancellor. (As per Ordinance No.01)

4. NUMBER OF SEATS

Will be decided from time to time by the University Academic Council as per guidelines of the concerned Regulatory Authority and other statutory bodies as and where applicable.

5. COMMENCEMENT & DURATION

- a. Scheduled period for the completion of B.P.E.S Program is **3 years**.
- b. Maximum duration of Program completion is **6 years**.
- c. Each Academic year shall comprise of 2 semesters each.
- d. The Programs shall generally commence in July/August every year. Barring exceptional circumstances.
- e. Each semester shall be spread over not less than 90 teaching days.
- f. Ten day vacation as semester break shall be granted to the students between two semesters.

6. FEE STRUCTURE

- a. All the fees categories including Program fee and the examination fee shall be determined by the University from time to time and shall be payable by the students at the beginning of each semester.

- b. Registrar shall notify the quantum of fees payable and the schedule of registration before the start of each semester.
- c. Fees, once paid, and if student has started attending the classes, will not be refundable in any case except for the caution money. In some cases of genuine hardship, the Vice-Chancellor may permit an extension in the last date of payment of fees, however all the students shall be required to pay the prescribed fee before the start of examination. In case any student has been allowed to appear in the examination, the result of such student shall be withheld till all his dues are cleared.
- d. The fees shall be applicable as per approval of Board of Management from time to time with the Approval of MPPURC.

7. MEDIUM OF INSTRUCTION

Medium of instruction and examinations would be English/Hindi as per the choice filled by the student, in accordance to the guidelines prescribed by regulatory authority.

8. ATTENDANCE

Regular students, to be eligible to appear in the University examination, are required to attend a minimum of 75% in both theory and practical classes, in each semester.

9. EXAMINATIONS

- a. **Internal Assessment** shall be based on class Practical work/assignments/attendance.
- b. **Mid Sem or half yearly Examination:** One half yearly exam in case of Yearly exam and two mid semester examinations shall be conducted in each Semester and marks of the best of two will be considered for the final result of that semester
- c. **University Examination:** shall be conducted as per Ordinance No. 03 & 04. Details of subjects and credits shall be prescribed as per the scheme duly approved by the Academic Council and concerned Board of Studies.

10. ASSESSMENT SYSTEM

The University can decide on the grade or percentage of marks required to pass in a course and also the CGPA required to qualify for a degree as per regulatory authority guidelines, taking into consideration, the recommendations of the concerned statutory professional council.

11. DEGREE/GRADE SHEET

- a. Student shall be declared eligible for the award of the 3 year Degree, if he/she fulfills all requirements set by Regulatory Authority.
- b. Student shall be eligible for award of Degree subject to passing the Program and all courses within the stipulated time period.

12. GENERAL INSTRUCTIONS

- a. Board of Management of the University shall be the competent authority to make decisions on the matters which are not covered in this ordinance.
- b. The subject to be studied in different semesters includes industrial training, projects, etc. shall be as per the University schemes, approved by Board of

Studies and the board of Management of the University and in accordance with the norms of regulatory authority.

- c. Notwithstanding anything stated in this Ordinance for any unforeseen issues arising and not covered by this Ordinance or in the event of differences of interpretation, the Vice-Chancellor may take a decision after obtaining, if necessary, the opinion/advice of a Committee, consisting of the Principal/Dean of the concerned Department. The decision of the Vice-Chancellor shall be final.
- d. The Reservation of SC/ST/Other category candidates shall be applicable as per the norms of the State Government of Madhya Pradesh and/or the Government of India.

**EKLAVYA UNIVERSITY
ORDINANCE NO. 58**

**MASTER OF PHYSICAL EDUCATION & SPORTS (M.P.E.S)
2-YEAR POST GRADUATE DEGREE PROGRAM**

1. NAME OF PROGRAM & APPLICABILITY

- a. 2-Year **Master of Physical Education and Sports (M.P.E.S) Post Graduate Degree Program** shall be quoted simply 'Program' hereafter in this ordinance, subject to the recommendation of the respective Board of Studies and as per norms of the concerned regulatory authority. The Board of Studies is authorized to recommend further additions/ alterations in this ordinance with the approval of MPPURC and Government of M.P.
- b. Name of the Faculty/ Board of Studies is **School of Education & Library Science** and the Department shall be **Department of Physical Education**.
- c. The degree will include areas of study/subjects/specializations as recommended by the Academic Council and concerned Board of Studies of the University.

2. ELIGIBILITY FOR ADMISSION

- a. Graduated in B.P.E.S./relevant degree from any recognized University with minimum marks as prescribed by the regulatory authority/council would be mandatory for admission in the program.
- b. Notwithstanding anything contained in the above-mentioned rules, the eligibility criteria will be as decided by the Governing Body and the Academic Council from time to time, in accordance with the concerned regulatory authority.
- c. Admissions shall be according to the criteria made by the Admission Committee and the concerned regulatory authority.

3. CRITERIA FOR SELECTION

Admissions shall take place on the criteria approved by the Admission Committee and Vice Chancellor. (As per Ordinance No.01)

4. NUMBER OF SEATS

Will be decided from time to time by the University Academic Council as per guidelines of the concerned Regulatory Authority and other statutory bodies as and where applicable.

5. COMMENCEMENT & DURATION

- a. Scheduled period for the completion of M.Ed. Program is **2 years**.
- b. Maximum duration of Program completion is **4 years**.
- c. Each Academic year shall comprise of 2 semesters each.
- d. The Programs shall generally commence in July/August every year. Barring exceptional circumstances.
- e. Each semester shall be spread over not less than 90 teaching days.
- f. Ten day vacation as semester break shall be granted to the students between two semesters.

6. FEE STRUCTURE

- a. All the fees categories including Program fee and the examination fee shall be determined by the University from time to time and shall be payable by the students at the beginning of each semester.
- b. Registrar shall notify the quantum of fees payable and the schedule of registration before the start of each semester.
- c. Fees, once paid, and if student has started attending the classes, will not be refundable in any case except for the caution money. In some cases of genuine hardship, the Vice-Chancellor may permit an extension in the last date of payment of fees, however all the students shall be required to pay the prescribed fee before the start of examination. In case any student has been allowed to appear in the examination, the result of such student shall be withheld till all his dues are cleared.
- d. The fees shall be applicable as per approval of Board of Management from time to time with the Approval of MPPURC.

7. MEDIUM OF INSTRUCTION

Medium of instruction and examinations would be English/Hindi as per the choice filled by the student, in accordance to the guidelines prescribed by regulatory authority.

8. ATTENDANCE

Regular students, to be eligible to appear in the University examination, are required to attend a minimum of 75% theory classes and 75% practical classes, in each semester.

9. EXAMINATIONS

- a. **Internal Assessment** shall be based on class Practical work/assignments/attendance.
- b. **Mid Sem or half yearly Examination:** One half yearly exam in case of Yearly exam and two mid semester examinations shall be conducted in each Semester and marks of the best of two will be considered for the final result of that semester
- c. **University Examination:** shall be conducted as per Ordinance No. 03 & 04. Details of subjects and credits shall be prescribed as per the scheme duly approved by the Academic Council and concerned Board of Studies.

10. ASSESSMENT SYSTEM

The University can decide on the grade or percentage of marks required to pass in a course and also the CGPA required to qualify for a degree as per regulatory authority guidelines, taking into consideration, the recommendations of the concerned statutory professional council.

11. DEGREE / GRADE SHEET

- a. Student shall be declared eligible for the award of the two year Degree, if he/she fulfills all requirements set by Regulatory Authority.
- b. Student shall be eligible for award of Degree subject to passing the Program and all courses within the stipulated time period.

12. GENERAL INSTRUCTIONS

- a. Board of Management of the University shall be the competent authority to make decisions on the matters which are not covered in this ordinance.
- b. The subject to be studied In different semesters includes industrial training, projects, etc. shall be as per the University schemes, approved by Board of Studies and the board of Management of the University and in accordance with the norms of regulatory authority.
- c. Notwithstanding anything stated in this Ordinance for any unforeseen issues arising and not covered by this Ordinance or in the event of differences of interpretation, the Vice-Chancellor may take a decision after obtaining, if necessary, the opinion/advice of a Committee, consisting of the Principal/Dean of the concerned Department. The decision of the Vice-Chancellor shall be final.
- d. The Reservation of SC/ST/Other category candidates shall be applicable as per the norms of the State Government of Madhya Pradesh and/or the Government of India.

EKLAVYA UNIVERSITY
ORDINANCE NO. 59
BACHELOR OF PHYSIOTHERAPY (BPT)
4-YEAR DEGREE COURSE

1. NAME OF PROGRAM & APPLICABILITY

- a. 4-Year **Bachelor of Physiotherapy (BPT) Degree Program** shall be quoted simply 'Program' hereafter in this ordinance, subject to the recommendation of the respective Board of Studies and as per norms of the concerned Regulatory Authority. The Board of Studies is authorized to recommend further additions/alterations in this Ordinance with the approval of MPPURC and Government of M.P.
- b. Name of the Faculty/ Board of Studies is **School of Nursing and Paramedical Sciences** and the Department shall be **Department of Paramedical Sciences**.
- c. The degree will include areas of study/subjects/specializations as recommended by the Academic Council and concerned Board of Studies of the University.

2. ELIGIBILITY FOR ADMISSION

- a. The candidate must have passed 10 +2 with science group (Physics, Chemistry and Biology) and should have secured minimum marks as per the norms of regulatory authority/council for the admission in **Bachelor of Physiotherapy (BPT) program**.

- b. Notwithstanding anything contained in the above-mentioned rules, the eligibility criteria will be as decided by the Governing Body and the Academic Council from time to time, in accordance with the concerned regulatory body.
- c. Admissions shall be according to the criteria made by the Admission Committee and the concerned Regulatory Authority.

3. CRITERIA FOR SELECTION

Admissions shall take place on the criteria approved by the Admission Committee and Vice Chancellor. (As per Ordinance No.01)

4. NUMBER OF SEATS

Will be decided from time to time by the University Academic Council as per guidelines of the concerned Regulatory Authority and other statutory bodies as and where applicable.

5. COMMENCEMENT & DURATION

- a. Scheduled period for the completion of BPT Program is **4 years**.
- b. Maximum duration of Program completion is **8 years**.
- c. Each Academic year shall comprise of 2 semesters each.
- d. The Programs shall generally commence in July/August every year. Other than under Exceptional circumstances.
- e. Each semester shall be spread over not less than 90 teaching days.
- f. Ten day vacation as semester break shall be granted to the students between two semesters.

6. FEE STRUCTURE

- a. All the fees categories including Program fee and the examination fee shall be determined by the University from time to time and shall be payable by the students at the beginning of each semester.
- b. Registrar shall notify the quantum of fees payable and the schedule of registration before the start of each semester.
- c. Fees, once paid, and if student has started attending the classes, will not be refundable in any case except for the caution money. In some cases of genuine hardship, the Vice-Chancellor may permit an extension in the last date of payment of fees, however all the students shall be required to pay the prescribed fee before the start of examination. In case any student has been allowed to appear in the examination, the result of such student shall be withheld till all his dues are cleared.
- d. The fees shall be applicable as per approval of Board of Management from time to time with the Approval of MPPURC.

7. MEDIUM OF INSTRUCTION

Medium of instruction and examinations would be English/Hindi as per the choice filled by the student, in accordance to the guidelines prescribed by regulatory authority.

8. ATTENDANCE

Regular students, to be eligible to appear in the University examination, are required to attend a minimum of 75% theory classes and 75% practical classes, in each semester.

9. EXAMINATIONS

- a. **Internal Assessment** shall be based on class work/assignments/attendance.
- b. **Mid Sem or half yearly Examination:** One half yearly exam in case of Yearly exam and two mid semester examinations shall be conducted in each Semester and marks of the best of two will be considered for the final result of that semester
- c. **University Examination:** shall be conducted as per Ordinance No. 03 & 04. Details of subjects and credits shall be prescribed as per the scheme duly approved by the Academic Council.

10. ASSESSMENT SYSTEM

The University can decide on the grade or percentage of marks required to pass in a course and also the CGPA required to qualify for a degree as per regulatory authority guidelines, taking into consideration, the recommendations of the concerned statutory professional council.

11. DEGREE/GRADE SHEET

- a. Student shall be declared eligible for the award of the four year Degree, if he/she fulfills all requirements set by Regulatory Authority.
- b. Student shall be eligible for award of Degree subject to passing the Program and all courses within the stipulated time period.

12. GENERAL INSTRUCTIONS

- a. Board of Management of the University shall be the competent authority to make decisions on the matters which are not covered in this ordinance.
- b. The subject to be studied in different semesters includes industrial training, projects, etc. shall be as per the University schemes, approved by Board of Studies and the board of Management of the University and in accordance with the norms of concerned regulatory authority.
- c. Notwithstanding anything stated in this Ordinance for any unforeseen issues arising and not covered by this Ordinance or in the event of differences of interpretation, the Vice-Chancellor may take a decision after obtaining, if necessary, the opinion/advice of a Committee, consisting of the Principal/Dean of the concerned Department. The decision of the Vice-Chancellor shall be final.
- d. The Reservation of SC/ST/Other category candidates shall be applicable as per the norms of the State Government of Madhya Pradesh and/or the Government of India.

EKLAVYA UNIVERSITY
ORDINANCE NO. 60
MASTER OF PHYSIOTHERAPY (MPT)
2-YEAR DEGREE COURSE

1. NAME OF PROGRAM & APPLICABILITY

- a. 2-Year **Master of Physiotherapy (MPT) Degree Program** shall be quoted simply 'Program' hereafter in this ordinance, subject to the recommendation of the respective Board of Studies and as per norms of the concerned Regulatory Authority. The Board of Studies is authorized to recommend further additions/alterations in this Ordinance with the approval of MPPURC and Government of M.P.
- b. Name of the Faculty/ Board of Studies is **School of Nursing and Paramedical Sciences** and the Department shall be **Department of Paramedical Sciences**.
- c. The degree will include areas of study/subjects/specializations as recommended by the Academic Council and concerned Board of Studies of the University.

2. ELIGIBILITY FOR ADMISSION

- a. Bachelor of Physiotherapy, B.Sc. (PT) or BPT degree from a recognized university, with minimum marks as per the norms of regulatory authority/council and have completed 6 months of compulsory rotating internship in Physiotherapy.
- b. Notwithstanding anything contained in the above-mentioned rules, the eligibility criteria will be as decided by the Governing Body and the Academic Council from time to time, in accordance with the concerned regulatory body.
- c. Admissions shall be according to the criteria made by the Admission Committee and the concerned Regulatory Authority.

3. CRITERIA FOR SELECTION

Admissions shall take place on the criteria approved by the Committee and Vice Chancellor. (As per Ordinance No. 01)

4. NUMBER OF SEATS

Will be decided from time to time by the University Academic Council as per guidelines of the concerned Regulatory Authority and other statutory bodies as and where applicable.

5. COMMENCEMENT & DURATION

- a. Scheduled period for the completion of MPT Program is **2 years**.
- b. Maximum duration of Program completion is **4 years**.
- c. Each Academic year shall comprise of 2 semesters each.
- d. The Programs shall generally commence in July/August every year. Other than under Exceptional circumstances.
- e. Each semester shall be spread over not less than 90 teaching days.
- f. Ten day vacation as semester break shall be granted to the students between two semesters.

6. FEE STRUCTURE

- a. All the fees categories including Program fee and the examination fee shall be determined by the University from time to time and shall be payable by the students at the beginning of each semester.

- b. Registrar shall notify the quantum of fees payable and the schedule of registration before the start of each semester.
- c. Fees, once paid, and if student has started attending the classes, will not be refundable in any case except for the caution money. In some cases of genuine hardship, the Vice-Chancellor may permit an extension in the last date of payment of fees, however all the students shall be required to pay the prescribed fee before the start of examination. In case any student has been allowed to appear in the examination, the result of such student shall be withheld till all his dues are cleared.
- d. The fees shall be applicable as per approval of Board of Management from time to time with the Approval of MPPURC.

7. MEDIUM OF INSTRUCTION

Medium of instruction and examinations would be English/Hindi as per the choice filled by the student, in accordance to the guidelines prescribed by regulatory authority.

8. ATTENDANCE

Regular students, to be eligible to appear in the University examination, are required to attend a minimum of 75% theory classes and 75% practical classes, in each semester.

9. EXAMINATIONS

- a. **Internal Assessment** shall be based on class work/assignments/attendance.
- b. **Mid Sem or half yearly Examination:** One half yearly exam in case of Yearly exam and two mid semester examinations shall be conducted in each Semester and marks of the best of two will be considered for the final result of that semester
- c. **University Examination:** shall be conducted as per Ordinance No. 03 & 04. Details of subjects and credits shall be prescribed as per the scheme duly approved by the Academic Council.

10. ASSESSMENT SYSTEM

The University can decide on the grade or percentage of marks required to pass in a course and also the CGPA required to qualify for a degree as per regulatory authority guidelines, taking into consideration, the recommendations of the concerned statutory professional council.

11. DEGREE/GRADE SHEET

- a. Student shall be declared eligible for the award of the 2-year Degree, if he/she fulfills all requirements set by Regulatory Authority.
- b. Student shall be eligible for award of Degree subject to passing the Program and all courses within the stipulated time period.

12. GENERAL INSTRUCTIONS

- a. Board of Management of the University shall be the competent authority to make decisions on the matters which are not covered in this ordinance.
- b. The subject to be studied in different semesters includes industrial training, projects, etc. shall be as per the University schemes, approved by Board of Studies and the board of Management of the University and in accordance with the norms of concerned regulatory authority.

- c. Notwithstanding anything stated in this Ordinance for any unforeseen issues arising and not covered by this Ordinance or in the event of differences of interpretation, the Vice-Chancellor may take a decision after obtaining, if necessary, the opinion/advice of a Committee, consisting of the Principal/Dean of the concerned Department. The decision of the Vice-Chancellor shall be final.
- d. The Reservation of SC/ST/Other category candidates shall be applicable as per the norms of the State Government of Madhya Pradesh and/or the Government of India.

EKLAVYA UNIVERSITY
ORDINANCE NO. 61
DIPLOMA IN PARAMEDICAL SCIENCES
2-YEAR DIPLOMA PROGRAM

1. NAME OF PROGRAM & APPLICABILITY

- a. 2-Year **Diploma in Paramedical Sciences Program** shall be quoted simply 'Program' hereafter in this ordinance, subject to the recommendation of the respective Board of Studies and as per norms of the concerned Regulatory Authority. The Board of Studies is authorized to recommend further additions/alterations in this Ordinance with the approval of MPPURC and Government of M.P.
- b. Name of the Faculty/ Board of Studies is **School of Nursing & Paramedical Sciences** and the Department shall be **Department of Paramedical Sciences**.
- c. The diploma will include areas of study/subjects/specializations as recommended by the Academic Council and concerned Board of Studies of the University.

2. ELIGIBILITY FOR ADMISSION

- a. 10+2 pass in PCB with minimum pass mark as per the norms of regulatory authority/council.
- b. For Diploma in Perfusion Technology, the candidate shall have passed B.Sc. (Biology group) with minimum marks as per the norms of regulatory authority/council.
- c. Notwithstanding anything contained in the above-mentioned rules, the eligibility criteria will be as decided by the Governing Body and the Academic Council from time to time, in accordance with the concerned regulatory body.
- d. Admissions shall be according to the criteria made by the Admission Committee and the concerned regulatory authority.

3. CRITERIA FOR SELECTION

Admissions shall take place on the criteria approved by the Committee and Vice Chancellor. (As per Ordinance No.01)

4. NUMBER OF SEATS

Will be decided from time to time by the University Academic Council as per guidelines of the concerned Regulatory Authority and other statutory bodies as and where applicable.

5. COMMENCEMENT & DURATION

- a. Scheduled period for the completion of PB Diploma in Paramedical Sciences **2 years.**
- b. Maximum duration of Program completion is **4 years.**
- c. Each Academic year shall comprise of 2 semesters each.
- d. The Programs shall generally commence in July/August every year. Other than under Exceptional circumstances.
- e. Each semester shall be spread over not less than 90 teaching days.
- f. Ten day vacation as semester break shall be granted to the students between two semesters.

6. FEE STRUCTURE

- a. All the fees categories including Program fee and the examination fee shall be determined by the University from time to time and shall be payable by the students at the beginning of each semester.
- b. Registrar shall notify the quantum of fees payable and the schedule of registration before the start of each semester.
- c. Fees, once paid, and if student has started attending the classes, will not be refundable in any case except for the caution money. In some cases of genuine hardship, the Vice-Chancellor may permit an extension in the last date of payment of fees, however all the students shall be required to pay the prescribed fee before the start of examination. In case any student has been allowed to appear in the examination, the result of such student shall be withheld till all his dues are cleared.
- d. The fees shall be applicable as per approval of Board of Management from time to time with the Approval of MPPURC.

7. MEDIUM OF INSTRUCTION

Medium of instruction and examinations would be English/Hindi as per the choice filled by the student, in accordance to the guidelines prescribed by regulatory authority.

8. ATTENDANCE

Regular students, to be eligible to appear in the University examination, are required to attend a minimum of 75% theory classes and 75% practical classes, in each semester.

9. EXAMINATIONS

- a. **Internal Assessment** shall be based on class work/assignments/attendance.
- b. **Examination** would be conducted as per State Paramedical Council norms
- c. **University Examination:** shall be conducted as per Ordinance No. 03 & 04. Details of subjects and credits shall be prescribed as per the scheme duly approved by the Academic Council.

10. ASSESSMENT SYSTEM

The University can decide on the grade or percentage of marks required to pass in a course and also the CGPA required to qualify for a diploma as per regulatory authority guidelines, taking into consideration, the recommendations of the concerned statutory professional council.

11. PROMOTION CRITERIA

- a. Minimum passing marks shall be 50% in each of the theory (i.e. Internal assessment and university examination taken together) and practical (i.e. Internal assessment and university examination taken together) papers separately.
- b. If a candidate fails in either theory or practical paper he/she has to re-appear for failed papers.
- c. If a candidate fails in any number of subjects in main examination he/she will be considered as supplementary candidate in subsequent examination.
- d. Grace marks up to an aggregate of 5 marks may be awarded to student who have fail in two subjects but passed in all other subject. However, the total marks obtained should not be altered.

12. DIPLOMA/GRADE SHEET

- a. Student shall be declared eligible for the award of the 2 year Diploma, if he/she fulfills all requirements set by regulatory authority.
- b. Student shall be eligible for award of diploma subject to passing the Program and all courses within the stipulated time period.

13. GENERAL INSTRUCTIONS

- a. Board of Management of the University shall be the competent authority to make decisions on the matters which are not covered in this ordinance.
- b. The subject to be studied in different semesters includes industrial training, projects, etc. shall be as per the University schemes, approved by Board of Studies and the board of Management of the University and in accordance with the norms of concerned regulatory authority.
- c. Notwithstanding anything stated in this Ordinance for any unforeseen issues arising and not covered by this Ordinance or in the event of differences of interpretation, the Vice-Chancellor may take a decision after obtaining, if necessary, the opinion/advice of a Committee, consisting of the Principal/Dean of the concerned Department. The decision of the Vice-Chancellor shall be final.
- d. The Reservation of SC/ST/Other category candidates shall be applicable as per the norms of the State Government of Madhya Pradesh and/or the Government of India.

EKLAVYA UNIVERSITY
ORDINANCE NO. 62
BACHELOR IN MEDICAL LAB TECHNOLOGY (BMLT)
3-YEAR DEGREE COURSE

NAME OF PROGRAM & APPLICABILITY

a. 3-Year Bachelor in Medical Lab Technology (BMLT) Degree shall be quoted simply 'Program' hereafter in this ordinance, subject to the recommendation of the respective Board of Studies and as per norms of the concerned Regulatory Authority. The Board of Studies is authorized to recommend further additions/ alterations in this Ordinance with the approval of MPPURC and Government of M.P.

- a. Name of Faculty/ Board of Studies shall be **School of Nursing & Paramedical Sciences** and the Department shall be **Department of Paramedical Sciences**.
- b. The degree will include areas of study/subjects/specializations as recommended by the Academic Council and concerned Board of Studies of the University.

2. ELIGIBILITY FOR ADMISSION

- a. The candidate must have passed 10+2 in PCB or 10+2 vocational (MLT) course with Minimum Pass Marks as per the norms of regulatory authority / council.
- b. Notwithstanding anything contained in the above-mentioned rules, the eligibility criteria will be as decided by the Governing Body and the Academic Council from time to time, in accordance with the respective regulatory authority.
- c. Admissions shall be according to the criteria made by the Admission Committee and in accordance with the respective regulatory authority.

3. CRITERIA FOR SELECTION

Admissions shall take place on the criteria approved by the Admission Committee and Vice Chancellor. (As per Ordinance No. 01)

4. NUMBER OF SEATS

Will be decided from time to time by the University Academic Council as per guidelines of the concerned Regulatory Authority and other statutory bodies as and where applicable.

5. COMMENCEMENT & DURATION

- a. Scheduled period for the completion of the BMLT Program is **3 years**.
- b. Maximum duration of Program completion is **6 years**.
- c. Each Academic year shall comprise of 2 semesters each.
- d. The Programs shall generally commence in July/August every year. Other than under Exceptional circumstances.
- e. Each semester shall be spread over not less than 90 teaching days.
- f. Ten day vacation as semester break shall be granted to the students between two semesters.

6. FEE STRUCTURE

- a. All the fees categories including Program fee and the examination fee shall be determined by the University from time to time and shall be payable by the students at the beginning of each semester.
- b. Registrar shall notify the quantum of fees payable and the schedule of registration before the start of each semester.

- c. Fees, once paid, and if student has started attending the classes, will not be refundable in any case except for the caution money. In some cases of genuine hardship, the Vice-Chancellor may permit an extension in the last date of payment of fees, however all the students shall be required to pay the prescribed fee before the start of examination. In case any student has been allowed to appear in the examination, the result of such student shall be withheld till all his dues are cleared.
- d. The fees shall be applicable as per approval of Board of Management from time to time with the Approval of MPPURC.

7. MEDIUM OF INSTRUCTION

Medium of instruction and examinations would be English/Hindi as per the choice filled by the student, in accordance to the guidelines prescribed by regulatory authority.

8. ATTENDANCE

Regular students, to be eligible to appear in the University examination, are required to attend a minimum of 75% theory classes and 75% practical classes, in each semester.

9. EXAMINATION

- a. **Internal Assessment** shall be based on class work/ assignments/ attendance.

a. Mid Sem or half yearly Examination: One half yearly exam in case of Yearly exam and two mid semester examinations shall be conducted in each Semester and marks of the best of two will be considered for the final result of that semester

- b. **University Examination:** shall be conducted as per Ordinance No. 03 & 04. Details of subjects and credits shall be prescribed as per the scheme duly approved by the Academic Council.

10. ASSESSMENT SYSTEM

The University can decide on the grade or percentage of marks required to pass in a course and also the CGPA required to qualify for a degree as per regulatory authority guidelines, taking into consideration, the recommendations of the concerned statutory professional council.

11. DEGREE/GRADE SHEET

- a. Student shall be declared eligible for the award of the three year Degree, if he/she fulfills all requirements set by Regulatory Authority.
- b. Student shall be eligible for award of Degree subject to passing the Program and all courses within the stipulated time period.

12. GENERAL INSTRUCTIONS

- a. Board of Management of the University shall be the competent authority to make decisions on the matters which are not covered in this ordinance.
- b. The subject to be studied in different semesters includes industrial training, projects, etc. shall be as per the University schemes, approved by Board of Studies and the board of Management of the University and in accordance with the norms of concerned regulatory authority.
- c. Notwithstanding anything stated in this Ordinance for any unforeseen issues arising and not covered by this Ordinance or in the event of differences of interpretation, the Vice-Chancellor may take a decision after obtaining, if necessary, the opinion/advice of a Committee, consisting of the Principal/Dean of the concerned Department. The decision of the Vice-Chancellor shall be final.
- d. The Reservation of SC/ST/Other category candidates shall be applicable as per the norms of the State Government of Madhya Pradesh and/or the Government of India.

EKLAVYA UNIVERSITY
ORDINANCE NO. 63
MASTER OF MEDICAL LAB TECHNOLOGY (MMLT)
2-YEAR DEGREE COURSE

1. NAME OF PROGRAM & APPLICABILITY

- a. 2-Year **Master of Medical Lab Technology (MMLT) Degree Program** shall be quoted simply 'Program' hereafter in this ordinance, subject to the recommendation of the respective Board of Studies and as per norms of the concerned Regulatory Authority. The Board of Studies is authorized to recommend further additions/ alterations in this Ordinance with the approval of MPPURC and Government of M.P.
- b. Name of the Faculty/ Board of Studies is **School of Nursing & Paramedical Sciences** and the Department shall be **Department of Paramedical Sciences**.
- c. The degree will include areas of study/subjects/specializations as recommended by the Academic Council and concerned Board of Studies of the University.

2. ELIGIBILITY FOR ADMISSION:

- a. For admission candidate should have passed full time regular Bachelor's in Medical Laboratory Technology (BMLT) from any recognized university with minimum pass marks as per the norms of regulatory authority/council.
- b. Notwithstanding anything contained in the above-mentioned rules, the eligibility criteria will be as decided by the Governing Body and the Academic Council from time to time, in accordance with the concerned regulatory body.
- c. Admissions shall be according to the criteria made by the Admission Committee and the concerned Regulatory Authority.

3. CRITERIA FOR SELECTION

Admissions shall take place on the criteria approved by the Admission Committee and Vice Chancellor. (As per Ordinance No. 01)

4. NUMBER OF SEATS

Will be decided from time to time by the University Academic Council as per guidelines of the concerned Regulatory Authority and other statutory bodies as and where applicable.

5. COMMENCEMENT & DURATION

- a. Scheduled period for the completion of MMLT Program is **2 years**.
- b. Maximum duration of Program completion is **4 years**.
- c. Each Academic year shall comprise of 2 semesters each.
- d. The Programs shall generally commence in July/August every year. Barring exceptional circumstances.
- e. Each semester shall be spread over not less than 90 teaching days.
- f. Ten day vacation as semester break shall be granted to the students between two semesters.

6. FEE STRUCTURE

- a. All the fees categories including Program fee and the examination fee shall be determined by the University from time to time and shall be payable by the students at the beginning of each semester.
- b. Registrar shall notify the quantum of fees payable and the schedule of

registration before the start of each semester.

- c. Fees, once paid, and if student has started attending the classes, will not be refundable in any case except for the caution money. In some cases of genuine hardship, the Vice-Chancellor may permit an extension in the last date of payment of fees, however all the students shall be required to pay the prescribed fee before the start of examination. In case any student has been allowed to appear in the examination, the result of such student shall be withheld till all his dues are cleared.
- d. The fees shall be applicable as per approval of Board of Management from time to time with the Approval of MPPURC.

7. MEDIUM OF INSTRUCTION

Medium of instruction and examinations would be English/Hindi as per the choice filled by the student, in accordance to the guidelines prescribed by regulatory authority.

8. ATTENDANCE

Regular students, to be eligible to appear in the University examination, are required to attend a minimum of 75% classes and 75% practical classes, in each semester.

9. EXAMINATIONS

- a. **Internal Assessment** shall be based on class work/assignments/attendance.
- b. **Mid Sem or half yearly Examination:** One half yearly exam in case of Yearly exam and two mid semester examinations shall be conducted in each Semester and marks of the best of two will be considered for the final result of that semester
- c. **University Examination:** shall be conducted as per Ordinance No. 03 & 04. Details of subjects and credits shall be prescribed as per the scheme duly approved by the Academic Council.

10.ASSESSMENT SYSTEM: The University can decide on the grade or percentage of marks required to pass in a course and also the CGPA required to qualify for a degree as per regulatory authority guidelines, taking into consideration, the recommendations of the concerned statutory professional council.

11.DEGREE/GRADE SHEET

- a. Student shall be declared eligible for the award of the two year Degree, if he/she fulfills all requirements set by Regulatory Authority.
- b. Student shall be eligible for award of Degree subject to passing the Program and all courses within the stipulated time period.

12.GENERAL INSTRUCTIONS

- a. Board of Management of the University shall be the competent authority to make decisions on the matters which are not covered in this ordinance.
- b. The subject to be studied in different semesters includes industrial training, projects, etc. shall be as per the University schemes, approved by Board of Studies and the board of Management of the University and in accordance with the norms of concerned regulatory authority.
- c. Notwithstanding anything stated in this Ordinance for any unforeseen issues arising and not covered by this Ordinance or in the event of differences of interpretation, the Vice-Chancellor may take a decision after obtaining, if necessary, the opinion/advice of a Committee, consisting of the Principal/Dean of the concerned Department. The decision of the Vice-Chancellor shall be final.
- d. The Reservation of SC/ST/Other category candidates shall be applicable as per the norms of the State Government of Madhya Pradesh and/or the Government of India.

EKLAVYA UNIVERSITY
ORDINANCE NO. 64
BACHELOR OF LIBRARY AND INFORMATION SCIENCE
(B.Lib. & I.Sc.)
1-YEAR DEGREE PROGRAM

1. NAME OF PROGRAM & APPLICABILITY

- a. 1-Year **Bachelor of Library & Information Science (B.Lib. & I.Sc.) Program** shall be quoted simply 'Program' hereafter in this ordinance, subject to the recommendation of the respective Board of Studies and as per norms of the concerned Regulatory Authority. The Board of Studies is authorized to recommend further additions/ alterations in this Ordinance with the approval of MPPURC and Government of M.P.
- b. Name of the Faculty/ Board of Studies is **School of Education & Library Science** and the Department shall be **Department of Library & Information Science**.
- c. The degree will include areas of study/subjects/specializations as recommended by the Academic Council and concerned Board of Studies of the University.

2. ELIGIBILITY FOR ADMISSION

- a. Graduate with any subject from a recognized University with minimum pass marks, as per the norms of regulatory authority/council would be mandatory for admission in **Bachelor of Library & Information Science (B.Lib. & I.Sc.)** program.
- b. Notwithstanding anything contained in the above-mentioned rules, the eligibility criteria will be as decided by the Governing Body and the Academic Council from time to time, in accordance with the concerned regulatory body.
- c. Admissions shall be according to the criteria made by the Admission Committee and the concerned regulatory authority.

3. CRITERIA FOR SELECTION

Admissions shall take place on the criteria approved by the Admission Committee and Vice Chancellor. (As per Ordinance No. 01)

4. NUMBER OF SEATS

Will be decided from time to time by the University Academic Council as per guidelines of the concerned Regulatory Authority and other statutory bodies as and where applicable.

5. COMMENCEMENT & DURATION

- a. Scheduled period for the completion of B.Lib. & I.Sc. Program is **1 year**.
- b. Maximum duration of Program completion is **2 years**.
- c. The Programs shall generally commence in July/August every year. Other than under Exceptional circumstances.
- d. Each Year shall be spread over not less than 180 teaching days.

6. FEE STRUCTURE

- a. All the fees categories including Program fee and the examination fee shall be determined by the University from time to time and shall be payable by the students at the beginning of each semester.
- b. Registrar shall notify the quantum of fees payable and the schedule of

registration before the start of each semester.

- c. Fees, once paid, and if student has started attending the classes, will not be refundable in any case except for the caution money. In some cases of genuine hardship, the Vice-Chancellor may permit an extension in the last date of payment of fees, however all the students shall be required to pay the prescribed fee before the start of examination. In case any student has been allowed to appear in the examination, the result of such student shall be withheld till all his dues are cleared.
- d. The fees shall be applicable as per approval of Board of Management from time to time with the Approval of MPPURC.

7. MEDIUM OF INSTRUCTION

Medium of instruction and examinations would be English/Hindi as per the choice filled by the student, in accordance to the guidelines prescribed by regulatory authority.

8. ATTENDANCE

Regular students, to be eligible to appear in the University examination, are required to attend a minimum of 75% classes in each semester.

9. EXAMINATIONS

- a. **Internal Assessment** shall be based on class work/assignments/attendance.
- b. **Half yearly Examination:** One half yearly exam in case of Yearly exam shall be conducted.
- c. **University Examination:** shall be conducted as per Ordinance No. 03 & 04. Details of subjects and credits shall be prescribed as per the scheme duly approved by the Academic Council.

10. ASSESSMENT SYSTEM

The University can decide on the grade or percentage of marks required to pass in a course and also the CGPA required to qualify for a degree as per regulatory authority guidelines, taking into consideration, the recommendations of the concerned statutory professional council.

11. DEGREE/GRADE SHEET

- a. Student shall be declared eligible for the award of the one year degree, if he/she fulfills all requirements set by regulatory authority.
- b. Student shall be eligible for award of Degree subject to passing the Program and all courses within the stipulated time period.

12. GENERAL INSTRUCTIONS

- a. Board of Management of the University shall be the competent authority to make decisions on the matters which are not covered in this ordinance.
- b. The subject to be studied in different semesters includes industrial training, projects, etc. shall be as per the University schemes, approved by Board of Studies and the board of Management of the University and in accordance with the norms of concerned regulatory authority.
- c. Notwithstanding anything stated in this Ordinance for any unforeseen issues arising and not covered by this Ordinance or in the event of differences of interpretation, the Vice-Chancellor may take a decision after obtaining, if necessary, the opinion/advice of a Committee, consisting of the Principal/Dean of the concerned Department. The decision of the Vice-Chancellor shall be final.
- d. The Reservation of SC/ST/Other category candidates shall be applicable as per the norms of the State Government of Madhya Pradesh and/or the Government of India.

EKLAVYA UNIVERSITY
ORDINANCE NO. 65
MASTER OF LIBRARY AND INFORMATION SCIENCE (M.Lib. & I.Sc.)
1-YEAR POST GRADUATE DEGREE PROGRAM

1. NAME OF PROGRAM & APPLICABILITY

- a. 1-Year **Master of Library & Information Science (M.Lib. & I.Sc.) Post Graduate Degree Program** shall be quoted simply 'Program' hereafter in this ordinance, subject to the recommendation of the respective Board of Studies and as per norms of the concerned Regulatory Authority. The Board of Studies is authorized to recommend further additions/ alterations in this ordinance with the approval of MPPURC and Government of M.P.
- b. Name of the Faculty/ Board of Studies is **School of Education & Library Science** and the Department shall be **Department of Library Science & Information Science**.
- c. The degree will include areas of study/subjects/specializations as recommended by the Academic Council and concerned Board of Studies of the University.

2. ELIGIBILITY FOR ADMISSION

- a. B.Lib. & I.Sc. graduate from any recognized University with, minimum pass marks as per the norms of regulatory authority/council would be mandatory for admission in Master of Library & Information Science (M.Lib. & I.Sc.) program.
- b. Notwithstanding anything contained in the above-mentioned rules, the eligibility criteria will be as decided by the Governing Body and the Academic Council from time to time, in accordance with the concerned regulatory body.
- c. Admissions shall be according to the criteria made by the Admission Committee and the concerned regulatory authority.

3. CRITERIA FOR SELECTION

Admissions shall take place on the criteria approved by the Admission Committee and Vice Chancellor. (As per Ordinance No. 01)

4. NUMBER OF SEATS

Will be decided from time to time by the University Academic Council as per guidelines of the concerned regulatory authority and other statutory bodies as and where applicable.

5. COMMENCEMENT & DURATION

- a. Scheduled period for the completion of M.Lib. & I.Sc. Program is **1 year**.
- b. Maximum duration of Program completion is **2 years**.
- c. Each Academic year shall comprise of 2 semesters each.
- d. The Programs shall generally commence in July/August every year. Other than under Exceptional circumstances.
- e. Each semester shall be spread over not less than 90 teaching days.
- f. Ten day vacation as semester break shall be granted to the students between two semesters.

6. FEE STRUCTURE

- a. All the fees categories including Program fee and the examination fee shall be determined by the University from time to time and shall be payable by the students at the beginning of each semester.
- b. Registrar shall notify the quantum of fees payable and the schedule of registration before the start of each semester.

- c. Fees, once paid, and if student has started attending the classes, will not be refundable in any case except for the caution money. In some cases of genuine hardship, the Vice-Chancellor may permit an extension in the last date of payment of fees, however all the students shall be required to pay the prescribed fee before the start of examination. In case any student has been allowed to appear in the examination, the result of such student shall be withheld till all his dues are cleared.
- d. The fees shall be applicable as per approval of Board of Management from time to time with the Approval of MPPURC.

7. MEDIUM OF INSTRUCTION

Medium of instruction and examinations would be English/Hindi as per the choice filled by the student, in accordance to the guidelines prescribed by regulatory authority.

8. ATTENDANCE

Regular students, to be eligible to appear in the University examination, are required to attend a minimum of 75% classes in each semester.

9. EXAMINATIONS

- a. **Internal Assessment** shall be based on class work/assignments/attendance.
- b. **Mid Sem or half yearly Examination:** One half yearly exam in case of Yearly exam and two mid semester examinations shall be conducted in each Semester and marks of the best of two will be considered for the final result of that semester
- c. **University Examination:** shall be conducted as per Ordinance No. 03 & 04. Details of subjects and credits shall be prescribed as per the scheme duly approved by the Academic Council.

10. ASSESSMENT SYSTEM

The University can decide on the grade or percentage of marks required to pass in a course and also the CGPA required to qualify for a degree as per regulatory authority guidelines, taking into consideration, the recommendations of the concerned statutory professional council.

11. DEGREE/GRADE SHEET

- a. Student shall be declared eligible for the award of the one year Degree, if he/she fulfills all requirements set by regulatory authority.
- b. Student shall be eligible for award of degree subject to passing the Program and all courses within the stipulated time period.

12. GENERAL INSTRUCTIONS

13.

- a. Board of Management of the University shall be the competent authority to make decisions on the matters which are not covered in this ordinance.
- b. The subject to be studied in different semesters includes 'industrial training, projects, etc. shall be as per the University schemes, approved by Board of Studies and the board of Management of the University and in accordance with the norms of concerned regulatory authority.
- c. Notwithstanding anything stated in this Ordinance for any unforeseen issues arising and not covered by this Ordinance or in the event of differences of interpretation, the Vice-Chancellor may take a decision after obtaining, if necessary, the opinion/advice of a Committee, consisting of the Principal/Dean of the concerned Department. The decision of the Vice-Chancellor shall be final.
- d. The Reservation of SC/ST/Other category candidates shall be applicable as per the norms of the State Government of Madhya Pradesh and/or the Government of India.

EKLAVYA UNIVERSITY
ORDINANCE NO. 66
DIPLOMA IN LIBRARY AND INFORMATION SCIENCE (D.Lib. & I.Sc.)
1-YEAR DIPLOMA PROGRAM

1. NAME OF PROGRAM & APPLICABILITY

- a. 1-year **Diploma in Library Science & Information Science (D.Lib. & I.Sc.) Program** shall be quoted simply 'Program' hereafter in this ordinance, subject to the recommendation of the respective Board of Studies and as per norms of the concerned regulatory authority. The Board of Studies is authorized to recommend further additions/ alterations in this ordinance with the approval of MPPURC and Government of M.P.
- b. Name of the Faculty/ Board of Studies is **School of Education & Library Science** and the Department shall be **Department of Library and Information Science**.
- c. The degree will include areas of study/subjects/specializations as recommended by the Academic Council and concerned Board of Studies of the University.

2. ELIGIBILITY FOR ADMISSION

- a. 10+2 pass with any subject from a recognized Board would be eligible for admission in Diploma in Library and Information Science (D.Lib. & I.Sc.) program.
- b. Notwithstanding anything contained in the above-mentioned rules, the eligibility criteria will be as decided by the Governing Body and the Academic Council from time to time, in accordance with the concerned regulatory authority.
- c. Admissions shall be according to the criteria made by the Admission Committee and the concerned regulatory authority.

3. CRITERIA FOR SELECTION

Admissions shall take place on the criteria approved by the Admission Committee and Vice Chancellor. (As per Ordinance No. 01)

4. NUMBER OF SEATS

Will be decided from time to time by the University Academic Council as per guidelines of the concerned regulatory authority and other statutory bodies as and where applicable.

5. COMMENCEMENT & DURATION

- a. Scheduled period for the completion of D.Lib. & I.Sc. Program is **1 year**.
- b. Maximum duration of Program completion is **2 years**.
- c. Each Academic year shall comprise of 2 semesters each.
- d. The Programs shall generally commence in July/August every year. Barring exceptional circumstances.
- e. Each semester shall be spread over not less than 90 teaching days.
- f. Ten day vacation as semester break shall be granted to the students between two semesters.

6. FEE STRUCTURE

- a. All the fees categories including Program fee and the examination fee shall be determined by the University from time to time and shall be payable by the students at the beginning of each semester.
- b. Registrar shall notify the quantum of fees payable and the schedule of registration before the start of each semester.
- c. Fees, once paid, and if student has started attending the classes, will not be refundable in any case except for the caution money. In some cases of genuine hardship, the Vice-Chancellor may permit an extension in the last date of

payment of fees, however all the students shall be required to pay the prescribed fee before the start of examination. In case any student has been allowed to appear in the examination, the result of such student shall be withheld till all his dues are cleared.

- d. The fees shall be applicable as per approval of Board of Management from time to time with the Approval of MPPURC.

7. MEDIUM OF INSTRUCTION

Medium of instruction and examinations would be English/Hindi as per the choice filled by the student, in accordance to the guidelines prescribed by regulatory authority.

8. ATTENDANCE

Regular students, to be eligible to appear in the University examination, are required to attend a minimum of 75% classes in each semester.

9. EXAMINATIONS

- a. **Internal Assessment** shall be based on class work/assignments/attendance.
- b. **Mid Sem or half yearly Examination:** One half yearly exam in case of Yearly exam and two mid semester examinations shall be conducted in each Semester and marks of the best of two will be considered for the final result of that semester
- c. **University Examination:** shall be conducted as per Ordinance No. 03 & 04. Details of subjects and credits shall be prescribed as per the scheme duly approved by the Academic Council.

10. ASSESSMENT SYSTEM

The University can decide on the grade or percentage of marks required to pass in a course and also the CGPA required to qualify for a degree as per regulatory authority guidelines, taking into consideration, the recommendations of the concerned statutory professional council.

11. DIPLOMA/GRADE SHEET

- a. Student shall be declared eligible for the award of the one year diploma, if he/she fulfills all requirements set by regulatory authority.

12. GENERAL INSTRUCTIONS

- a. Board of Management of the University shall be the competent authority to make decisions on the matters which are not covered in this ordinance.
- b. The subject to be studied in different semesters includes industrial training, projects, etc. shall be as per the University schemes, approved by Board of Studies and the board of Management of the University and in accordance with the norms of concerned regulatory authority.
- c. Notwithstanding anything stated in this Ordinance for any unforeseen issues arising and not covered by this Ordinance or in the event of differences of interpretation, the Vice-Chancellor may take a decision after obtaining, if necessary, the opinion/advice of a Committee, consisting of the Principal/Dean of the concerned Department. The decision of the Vice-Chancellor shall be final.
- d. The Reservation of SC/ST/Other category candidates shall be applicable as per the norms of the State Government of Madhya Pradesh and/or the Government of India.

EKLAVYA UNIVERSITY
ORDINANCE NO. 67
BACHELOR OF ARCHITECTURE (B.ARCH.)
5-YEAR DEGREE PROGRAM

1. NAME OF PROGRAM & APPLICABILITY

- a. 5-Year **Bachelor of Architecture (B.Arch.) Degree Program** shall be quoted simply 'Program' hereafter in this ordinance, subject to the recommendation of the respective Board of Studies and as per norms of the concerned Regulatory Authority. The Board of Studies is authorized to recommend further additions/alterations in this Ordinance with the approval of MPPURC and Government of M.P.
- b. Name of the Faculty/ Board of Studies is **School of Architecture & Planning** and the Department shall be **Department of Architecture**
- c. The Degree will include areas of study/subjects/specializations as recommended by the Academic Council and concerned Board of Studies of the University as per the norms of the concerned regulatory authority.

2. ELIGIBILITY FOR ADMISSION

- a. The minimum qualification for admission to the B.Arch. course shall be (10+2) pass (with Mathematics as compulsory subject) from a recognized Board. Minimum marks for eligibility shall be as prescribed by the concerned regulatory authority.
- b. Candidates who have qualified the diploma course in any branch with 50% marks in aggregate from M.P. Board of Technical Education, Bhopal or any equivalent board recognized by AICTE shall also be eligible for admission to the first semester of B.Arch. course.
- a. Notwithstanding anything contained in the above-mentioned rules, the eligibility criteria will be as decided by the Governing Body and the Academic Council from time to time, in accordance with the COA (regulatory body).
- b. Admissions shall be according to the criteria made by the Admission Committee and the concerned COA (regulatory body).

3. CRITERIA FOR SELECTION

Admissions shall take place on the criteria approved by the Admission Committee and Vice Chancellor. (As per Ordinance No. 01)

4. NUMBER OF SEATS

Will be decided from time to time by the University Academic Council as per guidelines of the concerned Regulatory Authority and other statutory bodies as and where applicable.

5. COMMENCEMENT & DURATION

- a. Scheduled period for the completion of B.Arch. Program is **5 years**.
- b. Maximum duration of Program completion is **8 years**. However in special circumstances a candidate may be granted an extension of one year by the university with the approval from university academic council.
- c. Each Academic year shall comprise of 2 semesters each.
- d. The Programs shall generally commence in July/August every year. Barring exceptional circumstances.

- e. Each semester shall be spread over not less than 90 teaching days.
- f. Ten day vacation as semester break shall be granted to the students between two semesters.

6. FEE STRUCTURE

- a. All the fees categories including Program fee and the examination fee shall be determined by the University from time to time and shall be payable by the students at the beginning of each semester.
- b. Registrar shall notify the quantum of fees payable and the schedule of registration before the start of each semester.
- c. Fees, once paid, and if student has started attending the classes, will not be refundable in any case except for the caution money. In some cases of genuine hardship, the Vice-Chancellor may permit an extension in the last date of payment of fees, however all the students shall be required to pay the prescribed fee before the start of examination. In case any student has been allowed to appear in the examination, the result of such student shall be withheld till all his dues are cleared.
- d. The fees shall be applicable as per approval of Board of Management from time to time with the Approval of MPPURC.

7. MEDIUM OF INSTRUCTION

Medium of instruction and examinations would be English/Hindi as per the choice filled by the student, in accordance to the guidelines prescribed by regulatory authority.

8. ATTENDANCE

Regular students, to be eligible to appear in the University examination, are required to attend a minimum of 75% theory classes and 75% practical classes, in each semester.

9. EXAMINATIONS

- a. **Internal Assessment** shall be based on class work/assignments/attendance.
- b. **Mid Semester Examination:** Two mid semester examinations for both theory & practical shall be conducted in each Semester and marks of the best of two will be considered for the final result of that semester.
- c. **University Examination:** shall be conducted as per Ordinance No. 03 & 04. Details of subjects and credits shall be prescribed as per the scheme duly approved by the Academic Council.

10. ASSESSMENT SYSTEM

The University can decide on the grade or percentage of marks required to pass in a course and also the CGPA required to qualify for a degree as per regulatory authority guidelines, taking into consideration, the recommendations of the concerned statutory professional council.

A candidate who has been admitted in the Architecture course will be promoted to the higher class in accordance with the following rules:

- a. For the award of degree minimum Cumulative Grade Point Average (CGPA) required is 5.0.
- b. To pass a particular subject of the course the minimum required grade is D. However, the candidate should also separately score minimum of 40% marks in end semester examinations of theory and practical block of the subject. For practical examinations one external examiner shall be called from outside the institute. In practical block the evaluation of term work, assignment, quiz shall be done by duly constituted jury.
- c. A candidate who fails to score minimum of grade D in more than five subjects (Theory and Practical of the same subject shall be treated as two subjects) in a particular year, shall not be admitted to the next higher year.
- d. Further, a candidate shall not be admitted in the fifth or higher semester unless he/she has fully passed the first-year examination with minimum of CGPA of 5.0. A candidate shall not be admitted in seventh or higher semester unless he/she has fully passed first and second year examinations with minimum CGPA of 5.0, and likewise a candidate shall not be admitted in ninth or higher semester class unless he/she has fully passed in first, second and third year examinations with CGPA 5.0.
- e. If a candidate has passed all the subjects of an applicable year but has failed to score a minimum CGPA of 5.0 as per the requirement of a or d rules, above, such a candidate shall be permitted to improve requisite grade point by reappearing in maximum of three, theory/ practical subjects in the ensuing examination (theory and practical of a subject shall be treated as separate subjects).

12. DEGREE/GRADE SHEET

- a. Student shall be declared eligible for the award of the five year Degree, if he/she fulfills all requirements set by Regulatory Authority.
- b. Student shall be eligible for award of Degree subject to passing the Program and all courses within the stipulated time period.

13. GENERAL INSTRUCTIONS

- a. Board of Management of the University shall be the competent authority to make decisions on the matters which are not covered in this ordinance.
- b. The subject to be studied in different semesters includes industrial training, projects, etc. shall be as per the University schemes, approved by Board of Studies and the board of Management of the University and in accordance with the norms of concerned regulatory authority.
- c. Notwithstanding anything stated in this Ordinance for any unforeseen issues arising and not covered by this Ordinance or in the event of differences of interpretation, the Vice-Chancellor may take a decision after obtaining, if necessary, the opinion/advice of a Committee, consisting of the Principal/Dean of the concerned Department. The decision of the Vice-Chancellor shall be final.
- d. The Reservation of SC/ST/Other category candidates shall be applicable as per the norms of the State Government of Madhya Pradesh and/or the Government of India.

EKLAVYA UNIVERSITY
ORDINANCE NO. 68
MASTER OF ARCHITECTURE (M.Arch.)
2-YEAR DEGREE PROGRAM

1. NAME OF PROGRAM & APPLICABILITY

- a. 2-Year **Master of Architecture Degree Program** shall be quoted simply 'Program' hereafter in this ordinance, subject to the recommendation of the respective Board of Studies and as per norms of the concerned Regulatory Authority. The Board of Studies is authorized to recommend further additions/ alterations in this Ordinance with the approval of MPPURC and Government of M.P.
- b. Name of the Faculty/ Board of Studies is **School of Architecture & Planning** and the Department shall be **Department of Architecture**
- c. The Degree will include areas of study/subjects/specializations as recommended by the Academic Council and concerned Board of Studies of the University.

2. ELIGIBILITY FOR ADMISSION

- a. The minimum qualification for admission to the M.Arch. course shall be qualifying Graduation Degree with B.Arch. (also securing pass marks in these relevant subjects individually) conducted by any recognized university.
- a. Notwithstanding anything contained in the above-mentioned rules, the eligibility criteria will be as decided by the Governing Body and the Academic Council from time to time, in accordance with the concerned COA (regulatory body).
- b. Admissions shall be according to the criteria made by the Admission Committee and the concerned COA (regulatory body).

3. CRITERIA FOR SELECTION

Admissions shall take place on the criteria approved by the Committee and Vice Chancellor. (As per Ordinance No.01)

4. NUMBER OF SEATS

Will be decided from time to time by the University Academic Council as per guidelines of the concerned Regulatory Authority and other statutory bodies as and where applicable.

5. COMMENCEMENT & DURATION

- a. Scheduled period for the completion of Master of Architecture Program is **2 years**.
- b. Maximum duration of Program completion is **4 years**. However under special circumstances a candidate may be granted one year extension by the university with the approval of university academic council.
- c. Each Academic year shall comprise of 2 semesters each.
- d. The Programs shall generally commence in July/August every year. Barring exceptional circumstances.

- e. Each semester shall be spread over not less than 90 teaching days.
- f. Ten day vacation as semester break shall be granted to the students between two semesters.

6. FEE STRUCTURE

- a. All the fees categories including Program fee and the examination fee shall be determined by the University from time to time and shall be payable by the students at the beginning of each semester.
- b. Registrar shall notify the quantum of fees payable and the schedule of registration before the start of each semester.
- c. Fees, once paid, and if student has started attending the classes, will not be refundable in any case except for the caution money. In some cases of genuine hardship, the Vice-Chancellor may permit an extension in the last date of payment of fees, however all the students shall be required to pay the prescribed fee before the start of examination. In case any student has been allowed to appear in the examination, the result of such student shall be withheld till all his dues are cleared.
- d. The fees shall be applicable as per approval of Board of Management from time to time with the Approval of MPPURC.

7. MEDIUM OF INSTRUCTION

Medium of instruction and examinations would be English/Hindi as per the choice filled by the student, in accordance to the guidelines prescribed by regulatory authority.

8. ATTENDANCE

Regular students, to be eligible to appear in the University examination, are required to attend a minimum of 75% theory classes and 75% practical classes, in each semester.

9. EXAMINATIONS

- a. **Internal Assessment** shall be based on class work/assignments/attendance.
- b. **Mid Semester Examination:** Two mid semester examinations for each theory & practical paper shall be conducted in each Semester and marks of the best of two will be considered for the final result of that semester.
- c. **University Examination:** shall be conducted as per Ordinance No. 03 & 04. Details of subjects and credits shall be prescribed as per the scheme duly approved by the Academic Council.

10. ASSESSMENT SYSTEM

The University can decide on the grade or percentage of marks required to pass in a course and also the CGPA required to qualify for a degree as per regulatory authority guidelines, taking into consideration, the recommendations of the concerned statutory professional council.

11. PROMOTION CRITERIA

- I. A student admitted to Master of Architecture course shall be promoted and/or allowed to keep term (ATKT) as per following criteria:

- II. Student shall be allowed to keep term for Semester II if he/she appears and fails or does not appear in Semester I examination (subject to the condition that student has filled the examination form).
- III. Student shall be allowed to keep term(s) for Semester III examination even if he/ she fails in a total of not more than two subjects of Semester I and II examinations taken together.
- IV. Project Report, to be submitted in Semester IV, shall be evaluated by the external examiner only after the student passes all subjects of Semester I, II and III.

12. DEGREE/GRADE SHEET

- a. Student shall be declared eligible for the award of the two year Degree, if he/she fulfills all requirements set by Regulatory Authority.
- b. Student shall be eligible for award of Degree subject to passing the Program and all courses within the stipulated time period.

13. GENERAL INSTRUCTIONS

- a. Board of Management of the University shall be the competent authority to make decisions on the matters which are not covered in this ordinance.
- b. The subject to be studied in different semesters includes industrial training, projects, etc. shall be as per the University schemes, approved by Board of Studies and the board of Management of the University and in accordance with the norms of concerned regulatory authority.
- c. Notwithstanding anything stated in this Ordinance for any unforeseen issues arising and not covered by this Ordinance or in the event of differences of interpretation, the Vice-Chancellor may take a decision after obtaining, if necessary, the opinion/advice of a Committee, consisting of the Principal/Dean of the concerned Department. The decision of the Vice-Chancellor shall be final.
- d. The Reservation of SC/ST/Other category candidates shall be applicable as per the norms of the State Government of Madhya Pradesh and/or the Government of India.

EKLAVYA UNIVERSITY
ORDINANCE NO. 69
BACHELOR OF PLANNING (B.Plan.)
4-YEAR DEGREE PROGRAM

1. NAME OF PROGRAM & APPLICABILITY

- a. 4-Year **Bachelor of Planning (B.Plan) Degree Program** shall be quoted simply 'Program' hereafter in this ordinance, subject to the recommendation of the respective Board of Studies and as per norms of the concerned Regulatory Authority. The Board of Studies is authorized to recommend further additions/alterations in this Ordinance with the approval of MPPURC and Government of M.P.
- b. Name of the Faculty/ Board of Studies is **School of Architecture & Planning** and the Department shall be **Department of Planning**.
- c. The Degree will include areas of study/subjects/specializations as recommended by the Academic Council and concerned Board of Studies of the University.

2. ELIGIBILITY FOR ADMISSION

- a. The minimum qualification for admission to the B.Plan. program shall be 10+2 pass from a recognized board, with minimum marks in accordance to the norms of concerned regulatory authority/council and Mathematics as one of the subjects.
- b. Candidates who have qualified the diploma course in any branch with minimum pass marks as per the norms of regulatory authority/council, from M.P. Board of Technical Education, Bhopal or any equivalent board recognizes by AICTE shall also be eligible for admission in B.Plan. Program.
- c. Notwithstanding anything contained in the above-mentioned rules, the eligibility criteria will be as decided by the Governing Body and the Academic Council from time to time, in accordance with the concerned Regulatory Authority.
- d. Admissions shall be according to the criteria made by the Admission Committee and the concerned Regulatory Authority.

3. CRITERIA FOR SELECTION

Admissions shall take place on the criteria approved by the Committee and Vice Chancellor. (As per Ordinance No. 01)

4. NUMBER OF SEATS

Will be decided from time to time by the University Academic Council as per guidelines of the concerned Regulatory Authority and other statutory bodies as and where applicable.

5. COMMENCEMENT & DURATION

- a. Scheduled period for the completion of B. Plan. Program is **4 years**.
- b. Maximum duration of Program completion is **7 Years**. However under special circumstances a candidate may be granted one year extension by the university with the approval of university academic council.

- c. Each Academic year shall comprise of 2 semesters each.
- d. The Programs shall generally commence in July/August every year. Barring exceptional circumstances.
- e. Each semester shall be spread over not less than 90 teaching days.
- f. Ten day vacation as semester break shall be granted to the students between two semesters.

6. FEE STRUCTURE

- a. All the fees categories including Program fee and the examination fee shall be determined by the University from time to time and shall be payable by the students at the beginning of each semester.
- b. Registrar shall notify the quantum of fees payable and the schedule of registration before the start of each semester.
- c. Fees, once paid, and if student has started attending the classes, will not be refundable in any case except for the caution money. In some cases of genuine hardship, the Vice-Chancellor may permit an extension in the last date of payment of fees, however all the students shall be required to pay the prescribed fee before the start of examination. In case any student has been allowed to appear in the examination, the result of such student shall be withheld till all his dues are cleared.
- d. The fees shall be applicable as per approval of Board of Management from time to time with the Approval of MPPURC.

7. MEDIUM OF INSTRUCTION

Medium of instruction and examinations would be English/Hindi as per the choice filled by the student, in accordance to the guidelines prescribed by regulatory authority.

8. ATTENDANCE

Regular students, to be eligible to appear in the University examination, are required to attend a minimum of 75% theory classes and 75% practical classes, in each semester.

9. EXAMINATIONS

- a. **Internal Assessment** shall be based on class work/assignments/attendance.
- b. **Mid Semester Examination:** Two mid semester examinations for each theory & practical paper shall be conducted in each Semester and marks of the best of two will be considered for the final result of that semester.
- c. **University Examination:** shall be conducted as per Ordinance No. 03 & 04. Details of subjects and credits shall be prescribed as per the scheme duly approved by the Academic Council.

10. ASSESSMENT SYSTEM

The University can decide on the grade or percentage of marks required to pass in a course and also the CGPA required to qualify for a degree as per regulatory authority guidelines, taking into consideration, the recommendations of the concerned statutory professional council.

11. PROMOTION CRITERIA

- a. A candidate who has been admitted in the Bachelor of Planning course will be promoted to the higher class in accordance with the following rules:
- b. For the award of degree minimum Cumulative Grade Point Average (CGPA) required is 5.0.
- c. To pass a particular subject of the course the minimum required grade is D. However, the candidate should also separately score minimum of 40% marks in end semester examinations of theory and practical blocks of the subject. For practical examinations one external examiner shall be called from outside the institute. In practical block the evaluation of term work, assignment, quiz shall be done by duly constituted jury.
- d. A candidate who fails to score minimum of grade D in more than five subjects (Theory and Practical of the same subject shall be treated as two subjects) in a particular year, shall not be admitted to the next higher year.
- e. Further, a candidate shall not be admitted in the fifth or higher semester unless he/she has fully passed the first year examination with minimum of CGPA of 5.0. A candidate shall not be admitted in seventh or higher semester unless he/she has fully passed first and second year examinations with minimum CGPA of 5.0, and likewise a candidate shall not be admitted in ninth or higher semester unless he/she has fully passed in first, second and third year examinations with CGPA 5.0.
- f. If a candidate has passed all the subjects of an applicable year but has failed to score a minimum CGPA of 5.0 as per the requirement of a or d rules, above, such a candidate shall be permitted to improve requisite grade point by reappearing in maximum of three, theory/ practical subjects in the ensuing examination (theory and practical of a subject shall be treated as separate subjects.)

12. DEGREE/GRADE SHEET

- a. Student shall be declared eligible for the award of the four year Degree, if he/she fulfills all requirements set by Regulatory Authority.
- b. Student shall be eligible for award of Degree subject to passing the Program and all courses within the stipulated time period.

13. GENERAL INSTRUCTIONS

- a. Board of Management of the University shall be the competent authority to make decisions on the matters which are not covered in this ordinance.
- b. The subject to be studied in different semesters includes industrial training, projects, etc. shall be as per the University schemes, approved by Board of Studies and the board of Management of the University and in accordance with the norms of concerned regulatory authority.
- c. Notwithstanding anything stated in this Ordinance for any unforeseen issues arising and not covered by this Ordinance or in the event of differences of interpretation, the Vice-Chancellor may take a decision after obtaining, if necessary, the opinion/advice of a Committee, consisting of the Principal/Dean of the concerned Department. The decision of the Vice-Chancellor shall be final.
- d. The Reservation of SC/ST/Other category candidates shall be applicable as per the norms of the State Government of Madhya Pradesh and/or the Government of India.

EKLAVYA UNIVERSITY
ORDINANCE NO. 70
MASTER OF PLANNING (M.Plan.)
2-YEAR DEGREE PROGRAM

1. NAME OF PROGRAM & APPLICABILITY

- a. 2-Year **Master of Planning Degree Program** shall be quoted simply 'Program' hereafter in this ordinance, subject to the recommendation of the respective Board of Studies and as per norms of the concerned Regulatory Authority. The Board of Studies is authorized to recommend further additions/ alterations in this Ordinance with the approval of MPPURC and Government of M.P.
- b. Name of the Faculty/ Board of Studies is **School of Architecture & Planning** and the Department shall be **Department of Planning**.
- c. The Degree will include areas of study/subjects/specializations as recommended by the Academic Council and concerned Board of Studies of the University.

2. ELIGIBILITY FOR ADMISSION

- a. The minimum qualification for admission to the M.Plan. course shall be qualifying Graduation Degree in B.Plan. (also securing pass marks in these relevant subjects individually) conducted by any recognized University.
- b. Notwithstanding anything contained in the above-mentioned rules, the eligibility criteria will be as decided by the Governing Body and the Academic Council from time to time, in accordance with the concerned regulatory body.
- c. Admissions shall be according to the criteria made by the Admission Committee and the concerned Regulatory Authority.

3. CRITERIA FOR SELECTION

Admissions shall take place on the criteria approved by the Admission Committee and Vice Chancellor. (As per Ordinance No.01)

4. NUMBER OF SEATS

Will be decided from time to time by the University Academic Council as per guidelines of the concerned Regulatory Authority and other statutory bodies as and where applicable.

5. COMMENCEMENT & DURATION

- a. Scheduled period for the completion of Master of Planning Program is **2 years**.
- b. Maximum duration of Program completion is **4 years**. However under special circumstances a candidate may be granted one year extension by the university with the approval of university academic council.
- c. Each Academic year shall comprise of 2 semesters each.
- d. The Programs shall generally commence in July/August every year. Barring exceptional circumstances.
- e. Each semester shall be spread over not less than 90 teaching days.
- f. Ten day vacation as semester break shall be granted to the students between two semesters.

6. FEE STRUCTURE

- a. All the fees categories including Program fee and the examination fee shall be determined by the University from time to time and shall be payable by the students at the beginning of each semester.
- b. Registrar shall notify the quantum of fees payable and the schedule of registration before the start of each semester.
- c. Fees, once paid, and if student has started attending the classes, will not be refundable in any case except for the caution money. In some cases of genuine hardship, the Vice-Chancellor may permit an extension in the last date of payment of fees, however all the students shall be required to pay the prescribed fee before the start of examination. In case any student has been allowed to appear in the examination, the result of such student shall be withheld till all his dues are cleared.
- d. The fees shall be applicable as per approval of Board of Management from time to time with the Approval of MPPURC.

7. MEDIUM OF INSTRUCTION

Medium of instruction and examinations would be English/Hindi as per the choice filled by the student, in accordance to the guidelines prescribed by regulatory authority.

8. ATTENDANCE

Regular students, to be eligible to appear in the University examination, are required to attend a minimum of 75% theory classes and 75% practical classes, in each semester.

9. EXAMINATIONS

- a. **Internal Assessment** shall be based on class work/assignments/attendance.
- b. **Mid Semester Examination:** Two mid semester examinations for each theory & practical paper shall be conducted in each Semester and marks of the best of two will be considered for the final result of that semester.
- c. **University Examination:** shall be conducted as per Ordinance No. 03 & 04. Details of subjects and credits shall be prescribed as per the scheme duly approved by the Academic Council.

10. ASSESSMENT SYSTEM

The University can decide on the grade or percentage of marks required to pass in a course and also the CGPA required to qualify for a degree as per regulatory authority guidelines, taking into consideration, the recommendations of the concerned statutory professional council.

11. PROMOTION CRITERIA

- a. A student admitted to Master of Planning course shall be promoted and/ or allowed to keep term (ATKT) as per following criteria:
- b. Student shall be allowed to keep term for Semester II if he/she appears and fails or does not appear in Semester I examination (subject to the condition that student has filled the examination form).

- c. Student shall be allowed to keep term(s) for Semester III examination even if he/ she fail in a total of not more than two subjects of Semester I and II examinations taken together.
- d. Project Report, to be submitted in Semester IV, shall be evaluated by the external examiner only after the student passes all subjects of Semester I, II and III.

12. DEGREE/GRADE SHEET

- a. Student shall be declared eligible for the award of the two year Degree, if he/she fulfills all requirements set by Regulatory Authority.
- b. Student shall be eligible for award of Degree subject to passing the Program and all courses within the stipulated time period.

13. GENERAL INSTRUCTIONS

- a. Board of Management of the University shall be the competent authority to make decisions on the matters which are not covered in this ordinance.
- b. The subject to be studied in different semesters includes industrial training, projects, etc. shall be as per the University schemes, approved by Board of Studies and the board of Management of the University and in accordance with the norms of concerned regulatory authority.
- c. Notwithstanding anything stated in this Ordinance for any unforeseen issues arising and not covered by this Ordinance or in the event of differences of interpretation, the Vice-Chancellor may take a decision after obtaining, if necessary, the opinion/advice of a Committee, consisting of the Principal/Dean of the concerned Department. The decision of the Vice-Chancellor shall be final.
- d. The Reservation of SC/ST/Other category candidates shall be applicable as per the norms of the State Government of Madhya Pradesh and/or the Government of India.

EKLAVYA UNIVERSITY

ORDINANCE NO. 71

BACHELOR OF DESIGN (B.Des.)

4-YEAR DEGREE PROGRAM

1. NAME OF PROGRAM & APPLICABILITY

- a. 4-year **Bachelor of Design (B.Des.) Degree Program** shall be quoted simply 'Program' hereafter in this ordinance, subject to the recommendation of the respective Board of Studies and as per norms of the concerned Regulatory Authority. The Board of Studies is authorized to recommend further additions/alterations in this Ordinance with the approval of MPPURC and Government of M.P.
- b. Name of the Faculty/ Board of Studies is **School of Design** and the Department shall be **Department of Design**
- c. The Degree will include areas of study/subjects/specializations as recommended by the Academic Council and concerned Board of Studies of the University.

2. ELIGIBILITY FOR ADMISSION

- a. 10+2 pass from any stream from a recognized Board. A candidate should secure minimum marks as prescribed by concerned regulatory authority/council for the admission in Bachelor of Design (B.Des.) program.
- b. Notwithstanding anything contained in the above-mentioned rules, the eligibility criteria will be as decided by the Governing Body and the Academic Council from time to time, in accordance with the concerned Regulatory Body.
- c. Admissions shall be according to the criteria made by the Admission Committee and the concerned Regulatory Body.

3. CRITERIA FOR SELECTION

Admissions shall take place on the criteria approved by the Admission Committee and Vice Chancellor. (As per Ordinance No.01)

4. NUMBER OF SEATS

Will be decided from time to time by the University Academic Council as per guidelines of the concerned Regulatory Authority and other statutory bodies as and where applicable.

5. COMMENCEMENT & DURATION

- a. Scheduled period for the completion of Program is **4 years**.
- b. Maximum duration of Program completion is **8 years**.
- c. Each Academic year shall comprise of 2 semesters each.
- d. The Programs shall generally commence in July/August every year. Barring exceptional circumstances.
- e. Each semester shall be spread over not less than 90 teaching days.
- f. Ten day vacation as semester break shall be granted to the students between two semesters.

6. FEE STRUCTURE

- a. All the fees categories including Program fee and the examination fee shall be determined by the University from time to time and shall be payable by the students at the beginning of each semester.
- b. Registrar shall notify the quantum of fees payable and the schedule of registration before the start of each semester.
- c. Fees, once paid, and if student has started attending the classes, will not be refundable in any case except for the caution money. In some cases of genuine hardship, the Vice-Chancellor may permit an extension in the last date of payment of fees, however all the students shall be required to pay the prescribed fee before the start of examination. In case any student has been allowed to appear in the examination, the result of such student shall be withheld till all his dues are cleared.
- d. The fees shall be applicable as per approval of Board of Management from time to time with the Approval of MPPURC.

7. MEDIUM OF INSTRUCTION

Medium of instruction and examinations would be English/Hindi as per the choice filled by the student, in accordance to the guidelines prescribed by regulatory authority.

8. ATTENDANCE

Regular students, to be eligible to appear in the University examination, are required to attend a minimum of 75% in each semester.

9. EXAMINATIONS

- a. **Internal Assessment** shall be based on class work/assignments/attendance.
- b. **Mid Sem or half yearly Examination:** One half yearly exam in case of Yearly exam and two mid semester examinations shall be conducted in each Semester and marks of the best of two will be considered for the final result of that semester
- c. **University Examination** shall be conducted as per Ordinance No. 03 & 04. Details of subjects and credits shall be prescribed as per the scheme duly approved by the Academic Council.

10. ASSESSMENT SYSTEM

The University can decide on the grade or percentage of marks required to pass in a course and also the CGPA required to qualify for a degree as per regulatory authority guidelines, taking into consideration, the recommendations of the concerned statutory professional council.

11. DEGREE/GRADE SHEET

- a. Student shall be declared eligible for the award of the four year Degree, if he/she fulfills all requirements set by concerned regulatory authority.
- b. Student shall be eligible for award of Degree subject to passing the Program and all courses within the stipulated time period.

12. GENERAL INSTRUCTIONS

- a. Board of Management of the University shall be the competent authority to make decisions on the matters which are not covered in this ordinance.
- b. The subject to be studied in different semesters includes industrial training, projects, etc. shall be as per the University schemes, approved by Board of Studies and the Board of Management of the University and in accordance with the norms of concerned regulatory authority.
- c. Notwithstanding anything stated in this Ordinance for any unforeseen issues arising and not covered by this Ordinance or in the event of differences of interpretation, the Vice-Chancellor may take a decision after obtaining, if necessary, the opinion/advice of a Committee, consisting of the Principal/Dean of the concerned Department. The decision of the Vice-Chancellor shall be final.
- d. The Reservation of SC/ST/Other category candidates shall be applicable as per the norms of the State Government of Madhya Pradesh and/or the Government of India.

EKLAVYA UNIVERSITY
ORDINANCE NO. 72
MASTER OF DESIGN (M.Des.)
2-YEAR DEGREE PROGRAM

1. NAME OF PROGRAM & APPLICABILITY

- a. 2-Year **Master of Design (M.Des.) Degree Program** shall be quoted simply 'Program' hereafter in this ordinance, subject to the recommendation of the respective Board of Studies and as per norms of the concerned Regulatory Authority. The Board of Studies is authorized to recommend further additions/alterations in this Ordinance with the approval of MPPURC and Government of M.P.
- b. Name of the Faculty/ Board of Studies is **School of Design** and the Department shall be **Department of Design**.
- c. The Degree will include areas of study/subjects/specializations as recommended by the Academic Council and concerned Board of Studies of the University.

2. ELIGIBILITY FOR ADMISSION

- a. Minimum qualification for admission to the Master of Design (M.Des.) Post Graduate Program shall be the qualifying Graduation Degree with relevant subjects (also securing pass marks in these relevant subjects individually) conducted by any recognized University.
- b. Notwithstanding anything contained in the above-mentioned rules, the eligibility criteria will be as decided by the Governing Body and the Academic Council from time to time, in accordance with the concerned Regulatory Authority.
- c. Admissions shall be according to the criteria made by the Admission Committee and the concerned Regulatory Authority.

3. CRITERIA FOR SELECTION

Admissions shall take place on the criteria approved by the Admission Committee and Vice Chancellor. (As per Ordinance No. 01)

4. NUMBER OF SEATS

Will be decided from time to time by the University Academic Council as per guidelines of the concerned Regulatory Authorities and other statutory bodies as and where applicable.

5. COMMENCEMENT & DURATION

- a. Scheduled period for the completion of M. Design Program is **2 years**.
- b. Maximum duration of Program completion is **4 years**.
- c. Each Academic year shall comprise of 2 semesters each.
- d. The Programs shall generally commence in July/August every year. Barring exceptional circumstances.
- e. Each semester shall be spread over not less than 90 teaching days.
- f. Ten day vacation as semester break shall be granted to the students between two semesters.

6. FEE STRUCTURE

- All the fees categories including Program fee and the examination fee shall be determined by the University from time to time and shall be payable by the students at the beginning of each semester.
- Registrar shall notify the quantum of fees payable and the schedule of registration before the start of each semester.
- Fees, once paid, and if student has started attending the classes, will not be refundable in any case except for the caution money. In some cases of genuine hardship, the Vice-Chancellor may permit an extension in the last date of payment of fees, however all the students shall be required to pay the prescribed fee before the start of examination. In case any student has been allowed to appear in the examination, the result of such student shall be withheld till all his dues are cleared.
- The fees shall be applicable as per approval of Board of Management from time to time with the Approval of MPPURC.

7. MEDIUM OF INSTRUCTION

Medium of instruction and examinations would be English/Hindi as per the choice filled by the student, in accordance to the guidelines prescribed by regulatory authority.

8. ATTENDANCE

Regular students, to be eligible to appear in the University examination, are required to attend a minimum of 75% theory classes and 75% practical classes, in each semester.

9. EXAMINATIONS

- Internal Assessment** shall be based on class work/assignments/attendance.
- Mid Sem or half yearly Examination:** One half yearly exam in case of Yearly exam and two mid semester examinations shall be conducted in each Semester and marks of the best of two will be considered for the final result of that semester
- University Examination:** shall be conducted as per Ordinance No. 03 & 04. Details of subjects and credits shall be prescribed as per the scheme duly approved by the Academic Council.

10. ASSESSMENT SYSTEM

The University can decide on the grade or percentage of marks required to pass in a course and also the CGPA required to qualify for a degree as per regulatory authority guidelines, taking into consideration, the recommendations of the concerned statutory professional council.

11. DEGREE/GRADE SHEET

- Student shall be declared eligible for the award of the two year Degree, if he/she fulfills all requirements set by Regulatory Authority.
- Student shall be eligible for award of Degree subject to passing the Program and all courses within the stipulated time period.

12. GENERAL INSTRUCTIONS

- Board of Management of the University shall be the competent authority to make decisions on the matters which are not covered in this ordinance.
- The subject to be studied in different semesters includes industrial training, projects, etc. shall be as per the University schemes, approved by Board of Studies and the board of Management of the University and in accordance with the norms of concerned regulatory authority.
- Notwithstanding anything stated in this Ordinance for any unforeseen issues arising and not covered by this Ordinance or in the event of differences of interpretation, the Vice-Chancellor may take a decision after obtaining, if necessary, the opinion/advice of a Committee, consisting of the Principal/Dean of the concerned Department. The decision of the Vice-Chancellor shall be final.
- The Reservation of SC/ST/Other category candidates shall be applicable as per the norms of the State Government of Madhya Pradesh and/or the Government of India.

EKLAVYA UNIVERSITY
ORDINANCE NO. 73
BACHELOR OF VOCATIONAL EDUCATION (B.Voc.)
3-YEAR DEGREE PROGRAM

1. NAME OF PROGRAM & APPLICABILITY

- a. 3-Year **Bachelor of Vocational Education (B.Voc.) Degree Program** shall be quoted simply 'Program' hereafter in this ordinance, subject to the recommendation of the respective Board of Studies and as per norms of the concerned regulatory authority. The Board of Studies is authorized to recommend further additions/ alterations in this Ordinance with the approval of MPPURC and Government of M.P.
- b. Name of the Faculty/ Board of Studies is **School of Vocational Studies** and the Department shall be **Department of Vocational Studies**.
- c. The degree will include areas of study/subjects/specializations as recommended by the Academic Council and concerned Board of Studies of the University.

2. ELIGIBILITY FOR ADMISSION

- a. The minimum qualification for admission shall be 10+2 pass from a recognized Board (PCM is compulsory for Engineering courses, and stream for Non-Engineering Courses).
- b. Candidate who has qualified Certificate Level 4 from any Recognized Technical/Skill/Vocational board is also eligible for admission to relevant B.Voc. course.
- c. Notwithstanding anything contained in the above-mentioned rules, the eligibility criteria will be as decided by the Governing Body and the Academic Council from time to time, in accordance with the concerned regulatory authority.
- d. Admissions shall be according to the criteria made by the Admission Committee and the concerned regulatory authority.

3. CRITERIA FOR SELECTION

Admissions shall take place on the criteria approved by the Admission Committee and Vice Chancellor. (As per Ordinance No.01)

4. NUMBER OF SEATS

Will be decided from time to time by the University Academic Council as per guidelines of the concerned Regulatory Authority and other statutory bodies as and where applicable.

5. COMMENCEMENT & DURATION

- a. Scheduled period for the completion of B.Voc. Program is **3 years**.
- b. Maximum duration of Program completion is **6 years**.
- c. Each Academic year shall comprise of 2 semesters each.
- d. The Programs shall generally commence in July/August every year. Other than under Exceptional circumstances.
- e. Each semester shall be spread over not less than 90 teaching days.
- f. Ten day vacation as semester break shall be granted to the students between two semesters.

6. FEE STRUCTURE

- a. All the fees categories including Program fee and the examination fee shall be determined by the University from time to time and shall be payable by the

- students at the beginning of each semester.
- b. Registrar shall notify the quantum of fees payable and the schedule of registration before the start of each semester.
 - c. Fees, once paid, and if student has started attending the classes, will not be refundable in any case except for the caution money. In some cases of genuine hardship, the Vice-Chancellor may permit an extension in the last date of payment of fees, however all the students shall be required to pay the prescribed fee before the start of examination. In case any student has been allowed to appear in the examination, the result of such student shall be withheld till all his dues are cleared.
 - d. The fees shall be applicable as per approval of Board of Management from time to time with the Approval of MPPURC.

7. MEDIUM OF INSTRUCTION

Medium of instruction and examinations would be English/Hindi as per the choice filled by the student, in accordance to the guidelines prescribed by regulatory authority.

8. ATTENDANCE

Regular students, to be eligible to appear in the University examination, are required to attend a minimum of 75% theory classes and 75% practical classes, in each semester.

9. EXAMINATIONS

- a. **Internal Assessment** shall be based on class work/assignments/attendance.
- b. **Mid Sem or half yearly Examination:** One half yearly exam in case of Yearly exam and two mid semester examinations shall be conducted in each Semester and marks of the best of two will be considered for the final result of that semester
- c. **University Examination:** shall be conducted as per Ordinance No. 03 & 04. Details of subjects and credits shall be prescribed as per the scheme duly approved by the Academic Council.

10. ASSESSMENT SYSTEM

The University can decide on the grade or percentage of marks required to pass in a course and also the CGPA required to qualify for a degree as per regulatory authority guidelines, taking into consideration, the recommendations of the concerned statutory professional council.

11. DEGREE/GRADE SHEET

- a. Student shall be declared eligible for the award of the three year Degree, if he/she fulfills all requirements set by Regulatory Authority.
- b. Student shall be eligible for award of Degree subject to passing the Program and all courses within the stipulated time period.

12. GENERAL INSTRUCTIONS

- a. Board of Management of the University shall be the competent authority to make decisions on the matters which are not covered in this ordinance.
- b. The subject to be studied in different semesters includes industrial training, projects, etc. shall be as per the University schemes, approved by Board of

- Studies and the board of Management of the University and in accordance with the norms of concerned regulatory authority.
- c. Notwithstanding anything stated in this Ordinance for any unforeseen issues arising and not covered by this Ordinance or in the event of differences of interpretation, the Vice-Chancellor may take a decision after obtaining, if necessary, the opinion/advice of a Committee, consisting of the Principal/Dean of the concerned Department. The decision of the Vice-Chancellor shall be final.
 - d. The Reservation of SC/ST/Other category candidates shall be applicable as per the norms of the State Government of Madhya Pradesh and/or the Government of India.

EKLAVYA UNIVERSITY
ORDINANCE NO. 74
MASTER OF VOCATIONAL STUDIES (M.Voc.)
2-YEAR DEGREE PROGRAM

1. NAME OF PROGRAM & APPLICABILITY

- a. 2-Year **Master of Vocational Studies (M.Voc.) Degree Program** shall be quoted simply 'Program' hereafter in this ordinance, subject to the recommendation of the respective Board of Studies and as per norms of the concerned regulatory authority. The Board of Studies is authorized to recommend further additions/ alterations in this Ordinance with the approval of MPPURC and Government of M.P.
- b. Name of the Faculty/ Board of Studies is **School of Vocational Studies** and the Department shall be **Department of Vocational Studies**.
- c. The Degree will include areas of study/subjects/specializations as specified in ordinance 12 and as recommended by the Academic Council and concerned Board of Studies of the University.

2. ELIGIBILITY FOR ADMISSION

- a. Candidates possessing following minimum qualifications shall be eligible for admission:
 B.Voc/Graduate in any discipline from any recognized University, with minimum marks as prescribed by concerned regulatory authority/council.
- b. Notwithstanding anything contained in the above-mentioned rules, the eligibility criteria will be as decided by the Governing Body and the Academic Council from time to time, in accordance with the concerned regulatory authority.
- c. Admissions shall be according to the criteria made by the Admission Committee and the concerned regulatory authority.

3. CRITERIA FOR SELECTION

Admissions shall take place on the criteria approved by the Committee and Vice Chancellor. (As per Ordinance No.01)

4. NUMBER OF SEATS

Will be decided from time to time by the University Academic Council as per guidelines of the concerned Regulatory Authority and other statutory bodies as and where applicable.

5. COMMENCEMENT & DURATION

- a. Scheduled period for the completion of M.Voc. Program is **2 years**.
- b. Maximum duration of Program completion is **4 years**.
- c. Each Academic year shall comprise of 2 semesters each.
- d. The Programs shall generally commence in July/August every year. Barring exceptional circumstances.
- e. Each semester shall be spread over not less than 90 teaching days.
- f. Ten day vacation as semester break shall be granted to the students between two semesters.

6. FEE STRUCTURE

- a. All the fees categories including Program fee and the examination fee shall be determined by the University from time to time and shall be payable by the students at the beginning of each semester.
- b. Registrar shall notify the quantum of fees payable and the schedule of registration before the start of each semester.
- c. Fees, once paid, and if student has started attending the classes, will not be refundable in any case except for the caution money. In some cases of genuine hardship, the Vice-Chancellor may permit an extension in the last date of payment of fees, however all the students shall be required to pay the prescribed fee before the start of examination. In case any student has been allowed to appear in the examination, the result of such student shall be withheld till all his dues are cleared.
- d. The fees shall be applicable as per approval of Board of Management from time to time with the Approval of MPPURC.

7. MEDIUM OF INSTRUCTION

Medium of instruction and examinations would be English/Hindi as per the choice filled by the student, in accordance to the guidelines prescribed by regulatory authority.

8. ATTENDANCE

Regular students, to be eligible to appear in the University examination, are required to attend a minimum of 75% theory classes and 75% practical classes, in each semester.

9. EXAMINATIONS

- a. **Internal Assessment** shall be based on class work/assignments/attendance.
- b. **Mid Sem or half yearly Examination:** One half yearly exam in case of Yearly exam and two mid semester examinations shall be conducted in each Semester and marks of the best of two will be considered for the final result of that semester
- c. **University Examination** shall be conducted as per Ordinance No. 03 & 04. Details of subjects and credits shall be prescribed as per the scheme duly approved by the Academic Council.

10. ASSESSMENT SYSTEM

The University can decide on the grade or percentage of marks required to pass in a course and also the CGPA required to qualify for a degree as per regulatory authority guidelines, taking into consideration, the recommendations of the concerned statutory professional council.

11. DEGREE/GRADE SHEET

- a. Student shall be declared eligible for the award of the 2-year Degree, if he/she fulfills all requirements set by Regulatory Authority.
- b. Student shall be eligible for award of Degree subject to passing the Program and all courses within the stipulated time period.

12. GENERAL INSTRUCTIONS

- a. Board of Management of the University shall be the competent authority to make decisions on the matters which are not covered in this ordinance.
- b. The subject to be studied in different semesters includes industrial training, projects, etc. shall be as per the University schemes, approved by Board of Studies and the board of Management of the University and in accordance with the norms of concerned regulatory authority.
- c. Notwithstanding anything stated in this Ordinance for any unforeseen issues arising and not covered by this Ordinance or in the event of differences of interpretation, the Vice-Chancellor may take a decision after obtaining, if necessary, the opinion/advice of a Committee, consisting of the Principal/Dean of the concerned Department. The decision of the Vice-Chancellor shall be final.
- d. The Reservation of SC/ST/Other category candidates shall be applicable as per the norms of the State Government of Madhya Pradesh and/or the Government of India.

EKLAVYA UNIVERSITY
ORDINANCE NO. 75
BACHELOR OF PHARMACY (B.Pharm)
4-YEAR DEGREE PROGRAM

1. NAME OF PROGRAM & APPLICABILITY

- a. 4-Year **Bachelor of Pharmacy (B.Pharm) Degree Program** shall be quoted simply 'Program' hereafter in this ordinance, subject to the recommendation of the respective Board of Studies and as per norms of the concerned Regulatory Authority. The Board of Studies is authorized to recommend further additions/alterations in this Ordinance with the approval of MPPURC and Government of M.P.
- b. Name of the Faculty/ Board of Studies is **School of Pharmacy** and the Department shall be **Department of Pharmacy**.
- c. The degree will include areas of study/subjects/specializations as recommended by the Academic Council and concerned Board of Studies of the University.

2. ELIGIBILITY FOR ADMISSION

- a. 10+2 pass from a recognized Board with Physics, Chemistry & Biology/ Mathematics with minimum marks for eligibility as per the norms of regulatory authority/council would be mandatory for admission in B.Pharma. Program.
- b. Notwithstanding anything contained in the above-mentioned rules, the eligibility criteria will be as decided by the Governing Body and the Academic Council from time to time, in accordance with the concerned regulatory authority/council.
- c. Admissions shall be according to the criteria made by the Admission Committee and the concerned regulatory authority/council.

3. CRITERIA FOR SELECTION

Admissions shall take place on the criteria approved by the Admission Committee and Vice Chancellor. (As per Ordinance No.01)

4. NUMBER OF SEATS

Will be decided from time to time by the University Academic Council as per guidelines of the concerned Regulatory Authority and other statutory bodies as and where applicable.

5. COMMENCEMENT & DURATION

- a. Scheduled period for the completion of B.Pharma. is **4 years**.
- b. Maximum duration of Program completion is **7 years**.
- c. Each Academic year shall comprise of 2 semesters each in semester system
- d. The Programs shall generally commence in July/August every year. Barring exceptional circumstances.
- e. Each semester shall be spread over not less than 90 teaching days in semester system and 180 days in yearly system.

6. FEE STRUCTURE

- a. All the fees categories including Program fee and the examination fee shall be determined by the University from time to time and shall be payable by the students at the beginning of each semester.
- b. Registrar shall notify the quantum of fees payable and the schedule of registration before the start of each semester.
- c. Fees, once paid, and if student has started attending the classes, will not be refundable in any case except for the caution money. In some cases of genuine hardship, the Vice-Chancellor may permit an extension in the last date of payment of fees, however all the students shall be required to pay the prescribed fee before the start of examination. In case any student has been allowed to appear in the examination, the result of such student shall be withheld till all his dues are cleared.
- d. The fees shall be applicable as per approval of Board of Management from time to time with the Approval of MPPURC.

7. MEDIUM OF INSTRUCTION

Medium of instruction and examinations would be English, in accordance to the guidelines prescribed by regulatory authority.

8. ATTENDANCE

Regular students, to be eligible to appear in the University examination, are required to um of 75% theory classes and 75% practical classes, in each semester.

9. EXAMINATIONS

- a. **Internal Assessment** shall be based on class work/assignments/attendance.
- b. **Half Yearly or Mid Semester Examination:** One half early exam in yearly system and Two mid semester examinations for each theory & practical paper shall be conducted in each Semester and marks of the best of two will be considered for the final result of that semester, in semester system.
- c. **University Examination:** shall be conducted as per Ordinance No. 03 & 04. Details of subjects and credits shall be prescribed as per the scheme duly approved by the Academic Council.

10. ASSESSMENT SYSTEM

The University can decide on the grade or percentage of marks required to pass in a course and also the CGPA required to qualify for a degree as per regulatory authority guidelines, taking into consideration, the recommendations of the concerned statutory professional council.

11. DEGREE/GRADE SHEET

- a. Student shall be declared eligible for the award of the four year Degree, if he/she fulfills all requirements set by Regulatory Authority.
- b. Student shall be eligible for award of Degree subject to passing the Program and all courses within the stipulated time period.

12. GENERAL INSTRUCTIONS

- a. Board of Management of the University shall be the competent authority to make decisions on the matters which are not covered in this ordinance.
- b. The subject to be studied in different semesters includes industrial training, projects, etc. shall be as per the University schemes, approved by Board of Studies and the board of Management of the University and in accordance with the norms of concerned regulatory authority.
- c. Notwithstanding anything stated in this Ordinance for any unforeseen issues arising and not covered by this Ordinance or in the event of differences of interpretation, the Vice-Chancellor may take a decision after obtaining, if necessary, the opinion/advice of a Committee, consisting of the Principal/Dean of the concerned Department. The decision of the Vice-Chancellor shall be final.
- d. The Reservation of SC/ST/Other category candidates shall be applicable as per the norms of the State Government of Madhya Pradesh and/or the Government of India.

EKLAVYA UNIVERSITY
ORDINANCE NO. 76
MASTER OF PHARMACY (M.Pharm)
2-YEAR DEGREE P.G. PROGRAM

1. NAME OF PROGRAM & APPLICABILITY

- a. 2-Year **Master of Pharmacy (M.Pharm) P.G. Degree Program** shall be quoted simply 'Program' hereafter in this ordinance, subject to the recommendation of the respective Board of Studies and as per norms of the concerned Regulatory Authority. The Board of Studies is authorized to recommend further additions/alterations in this Ordinance with the approval of MPPURC and Government of M.P.
- b. Name of the Faculty/ Board of Studies is **School of Pharmacy** and the Department shall be **Department of Pharmacy**.
- c. The degree will include areas of study/subjects/specializations as recommended by the Academic Council and concerned Board of Studies of the University.

2. ELIGIBILITY FOR ADMISSION

- a. B.Pharm Graduate with relevant subject from any recognized University with minimum pass marks as per the norms of regulatory authority/council would be mandatory for admission in Master of Pharmacy (M.Pharm) program.
- b. Notwithstanding anything contained in the above-mentioned rules, the eligibility criteria will be as decided by the Governing Body and the Academic Council from time to time, in accordance with the concerned regulatory authority i.e. PCI.
- c. Admissions shall be according to the criteria made by the Admission Committee and the concerned regulatory authority i.e. PCI.

3. CRITERIA FOR SELECTION

Admissions shall take place on the criteria approved by the Admission Committee and Vice Chancellor. (As per Ordinance No. 01)

4. NUMBER OF SEATS

Will be decided from time to time by the University Academic Council as per guidelines of the concerned Regulatory Authority and other statutory bodies as and where applicable.

5. COMMENCEMENT & DURATION

- a. Scheduled period for the completion of M.Pharm. is **2 years**.
- b. Maximum duration of Program completion is **4 years**.
- c. Each Academic year shall comprise of 2 semesters each in semester system .
- d. The Programs shall generally commence in July/August every year. Other than under Exceptional circumstances.
- e. Each semester shall be spread over not less than 90 teaching days in semester system and 180 days in yearly system.

6. FEE STRUCTURE

- a. All the fees categories including Program fee and the examination fee shall be determined by the University from time to time and shall be payable by the students at the beginning of each semester.
- b. Registrar shall notify the quantum of fees payable and the schedule of registration before the start of each semester.
- c. Fees, once paid, and if student has started attending the classes, will not be

refundable in any case except for the caution money. In some cases of genuine hardship, the Vice-Chancellor may permit an extension in the last date of payment of fees, however all the students shall be required to pay the prescribed fee before the start of examination. In case any student has been allowed to appear in the examination, the result of such student shall be withheld till all his dues are cleared.

- d. The fees shall be applicable as per approval of Board of Management from time to time with the Approval of MPPURC.

7. MEDIUM OF INSTRUCTION

Medium of instruction and examinations would be English, in accordance to the guidelines prescribed by regulatory authority.

8. ATTENDANCE

Regular students, to be eligible to appear in the University examination, are required to attend a minimum of 75% theory classes and 75% practical classes, in each semester.

9. EXAMINATIONS

- a. **Internal Assessment** shall be based on class work/assignments/attendance.
- b. **Half Yearly or Mid Semester Examination:** One half early exam in yearly system and Two mid semester examinations for each theory & practical paper shall be conducted in each Semester and marks of the best of two will be considered for the final result of that semester, in semester system.
- c. **University Examination:** shall be conducted as per Ordinance No. 03 & 04. Details of subjects and credits shall be prescribed as per the scheme duly approved by the Academic Council.

10. ASSESSMENT SYSTEM

The University can decide on the grade or percentage of marks required to pass in a course and also the CGPA required to qualify for a degree as per regulatory authority guidelines, taking into consideration, the recommendations of the concerned statutory professional council.

11. DEGREE/GRADE SHEET

- a. Student shall be declared eligible for the award of the two year Degree, if he/she fulfills all requirements set by regulatory authority.
- b. Student shall be eligible for award of Degree subject to passing the Program and all courses within the stipulated time period.

12. GENERAL INSTRUCTIONS

- a. Board of Management of the University shall be the competent authority to make decisions on the matters which are not covered in this ordinance.
- b. The subject to be studied in different semesters includes industrial training, projects, etc. shall be as per the University schemes, approved by Board of Studies and the board of Management of the University and in accordance with the norms of concerned regulatory authority.
- c. Notwithstanding anything stated in this Ordinance for any unforeseen issues arising and not covered by this Ordinance or in the event of differences of interpretation, the Vice-Chancellor may take a decision after obtaining, if necessary, the opinion/advice of a Committee, consisting of the Principal/Dean of the concerned Department. The decision of the Vice-Chancellor shall be final.
- d. The Reservation of SC/ST/Other category candidates shall be applicable as per the norms of the State Government of Madhya Pradesh and/or the Government of India.

EKLAVYA UNIVERSITY
ORDINANCE NO. 77
DIPLOMA IN PHARMACY (D.Pharm)
2-YEAR DIPLOMA COURSE

1. NAME OF PROGRAM & APPLICABILITY

- a. 2-Year **Diploma in Pharmacy (D.Pharm) Course** shall be quoted simply 'Program' hereafter in this ordinance, subject to the recommendation of the respective Board of Studies and as per norms of the concerned Regulatory Authority. The Board of Studies is authorized to recommend further additions/alterations in this Ordinance with the approval of MPPURC and Government of M.P.
- b. Name of the Faculty/ Board of Studies is **School of Pharmacy** and the Department shall be **Department of Pharmacy**.
- c. The Diploma will include areas of study/subjects as specified in ordinance 12 specializations as recommended by the Academic Council and concerned Board of Studies of the University.

2. ELIGIBILITY FOR ADMISSION

- a. 10+2 pass from any recognized Board with Physics, Chemistry & Biology/ Mathematics.
- b. Notwithstanding anything contained in the above-mentioned rules, the eligibility criteria will be as decided by the Governing Body and the Academic Council of the university from time to time, in accordance with the concerned regulatory authority, PCI.
- c. Admissions shall be according to the criteria made by the Admission Committee and with the concerned regulatory authority, PCI.

3. CRITERIA FOR SELECTION

Admissions shall take place on the criteria approved by the Admission Committee and Vice Chancellor. (As per Ordinance No.01)

4. NUMBER OF SEATS

Will be decided from time to time by the University Academic Council as per guidelines of the concerned Regulatory Authority and other statutory bodies as and where applicable.

5. COMMENCEMENT & DURATION

- a. Scheduled period for the completion of D.Pharm. is **2 years**, including 6 months of internship.
- b. Maximum duration of Program completion is **4 years**.
- c. The Programs shall generally commence in July/August every year. Other than under Exceptional circumstances.
- d. Each year shall be spread over not less than 180 teaching days..

6. FEE STRUCTURE

- a. All the fees categories including Program fee and the examination fee shall be determined by the University from time to time and shall be payable by the students at the beginning of each semester.
- b. Registrar shall notify the quantum of fees payable and the schedule of registration before the start of each semester.

- c. Fees, once paid, and if student has started attending the classes, will not be refundable in any case except for the caution money. In some cases of genuine hardship, the Vice-Chancellor may permit an extension in the last date of payment of fees, however all the students shall be required to pay the prescribed fee before the start of examination. In case any student has been allowed to appear in the examination, the result of such student shall be withheld till all his dues are cleared.
- d. The fees shall be applicable as per approval of Board of Management from time to time with the Approval of MPPURC.

7. MEDIUM OF INSTRUCTION

Medium of instruction and examinations would be English, in accordance to the guidelines prescribed by regulatory authority.

8. ATTENDANCE

Regular students, to be eligible to appear in the University examination, are required to attend a minimum of 75% theory classes and 75% practical classes, in each semester.

9. EXAMINATIONS

- a. **Internal Assessment** shall be based on class work / assignments / attendance.
- b. **Half Yearly Examination:** Half Yearly examinations for each theory & practical paper shall be conducted in each Year as per PCI norms.
- c. **University Examination:** shall be conducted as per Ordinance No. 03 & 04. Details of subjects and credits shall be prescribed as per the scheme duly approved by the Academic Council.

10. ASSESSMENT SYSTEM

The University can decide on the grade or percentage of marks required to pass in a course and also the CGPA required to qualify for a diploma as per regulatory authority guidelines, taking into consideration, the recommendations of the concerned statutory professional council.

11. DIPLOMA/GRADE SHEET

- a. Student shall be declared eligible for the award of the two year diploma, if he/she fulfills all requirements set by regulatory authority.
- b. Student shall be eligible for award of diploma subject to passing the Program and all courses within the stipulated time period.
- c.

12. GENERAL INSTRUCTIONS

- a. Board of Management of the University shall be the competent authority to make decisions on the matters which are not covered in this ordinance.
- b. The subject to be studied in different semesters includes industrial training, projects, etc. shall be as per the University schemes, approved by Board of

- c. Studies and the board of Management of the University and in accordance with the norms of concerned regulatory authority.
- d. Notwithstanding anything stated in this Ordinance for any unforeseen issues arising and not covered by this Ordinance or in the event of differences of interpretation, the Vice-Chancellor may take a decision after obtaining, if necessary, the opinion/advice of a Committee, consisting of the Principal/Dean of the concerned Department. The decision of the Vice-Chancellor shall be final.
- e. The Reservation of SC/ST/Other category candidates shall be applicable as per the norms of the State Government of Madhya Pradesh and/or the Government of India.

**EKLAVYA UNIVERSITY
ORDINANCE NO.78**

**BACHELOR OF JOURNALISM & MASS COMMUNICATION (BJMC)
3-YEAR DEGREE PROGRAM**

1. NAME OF PROGRAM & APPLICABILITY

- a. 3-Year **Bachelor of Journalism & Mass Communication (BJMC) Degree Program** shall be quoted simply 'Program' hereafter in this ordinance, subject to the recommendation of the respective Board of Studies and as per norms of the concerned Regulatory Authority. The Board of Studies is authorized to recommend further additions/ alterations in this Ordinance with the approval of MPPURC and Government of M.P.
- b. Name of the Faculty/ Board of Studies is **School of Journalism & Mass Communication** and the Department shall be **Department of Journalism & Mass Communication**.
- c. The degree will include areas of study/subjects/specializations as recommended by the Academic Council and concerned Board of Studies of the University.

2. ELIGIBILITY FOR ADMISSION

- a. Passed 10+2 examination in any subject from a recognized board with minimum pass marks as per the norms of regulatory authority/council.
- b. Notwithstanding anything contained in the above-mentioned rules, the eligibility criteria will be as decided by the Governing Body and the Academic Council from time to time, in accordance with the concerned regulatory body.
- c. Admissions shall be according to the criteria made by the Admission Committee and the concerned regulatory authority.

3. CRITERIA FOR SELECTION

Admissions shall take place on the criteria approved by the Admission Committee and Vice Chancellor. (As per Ordinance No.01)

4. NUMBER OF SEATS

Will be decided from time to time by the University Academic Council as per guidelines of the concerned Regulatory Authority and other statutory bodies as and where applicable.

5. COMMENCEMENT & DURATION

- a. Scheduled period for the completion of BJMC is **3 years**.
- b. Maximum duration of Program completion is **6 years**.
- c. Each Academic year shall comprise of 2 semesters each in semester system.
- d. The Programs shall generally commence in July/August every year. Barring exceptional circumstances.
- e. Each semester shall be spread over not less than 90 teaching days in semester system and 180 days in Yearly system.

6. FEE STRUCTURE

- a. All the fees categories including Program fee and the examination fee shall be determined by the University from time to time and shall be payable by the students at the beginning of each semester.
- b. Registrar shall notify the quantum of fees payable and the schedule of registration before the start of each semester.
- c. Fees, once paid, and if student has started attending the classes, will not be refundable in any case except for the caution money. In some cases of genuine hardship, the Vice-Chancellor may permit an extension in the last date of payment of fees, however all the students shall be required to pay the prescribed fee before the start of examination. In case any student has been allowed to appear in the examination, the result of such student shall be withheld till all his dues are cleared.
- d. The fees shall be applicable as per approval of Board of Management from time to time with the Approval of MPPURC.

7. MEDIUM OF INSTRUCTION

Medium of instruction and examinations would be English or Hindi in accordance to the guidelines prescribed by regulatory authority.

8. ATTENDANCE

Regular students, to be eligible to appear in the University examination, are required to attend a minimum of 75% classes in each semester.

9. EXAMINATIONS

- a. **Internal Assessment** shall be based on class work/assignments/attendance.
- b. **Half Yearly or Mid Semester Examination:** One half early exam in yearly system and Two mid semester examinations for each theory & practical paper shall be conducted in each Semester and marks of the best of two will be considered for the final result of that semester, in semester system.
- c. **University Examination:** shall be conducted as per Ordinance No. 03 & 04. Details of subjects and credits shall be prescribed as per the scheme duly approved by the Academic Council.

10. ASSESSMENT SYSTEM

The University can decide on the grade or percentage of marks required to pass in a course and also the CGPA required to qualify for a degree as per regulatory authority guidelines, taking into consideration, the recommendations of the concerned statutory professional council.

11. DEGREE / GRADE SHEET

- a. Student shall be declared eligible for the award of the three year Degree, if he/she fulfills all requirements set by Regulatory Authority.
- b. Student shall be eligible for award of Degree subject to passing the Program and all courses within the stipulated time period.

12. GENERAL INSTRUCTIONS

- a. Board of Management of the University shall be the competent authority to make decisions on the matters which are not covered in this ordinance.
- b. The subject to be studied in different semesters includes industrial training, projects, etc. shall be as per the University schemes, approved by Board of Studies and the board of Management of the University and in accordance with the norms of concerned regulatory authority.
- c. Notwithstanding anything stated in this Ordinance for any unforeseen issues arising and not covered by this Ordinance or in the event of differences of interpretation, the Vice-Chancellor may take a decision after obtaining, if necessary, the opinion/advice of a Committee, consisting of the Principal/Dean of the concerned Department. The decision of the Vice-Chancellor shall be final.
- d. The Reservation of SC/ST/Other category candidates shall be applicable as per the norms of the State Government of Madhya Pradesh and/or the Government of India.

**EKLAVYA UNIVERSITY
ORDINANCE NO. 79**

**MASTER OF JOURNALISM & MASS COMMUNICATION (MJMC)
2-YEAR POST GRADUATE DEGREE PROGRAM**

1. NAME OF PROGRAM & APPLICABILITY

- a. 2-Year **Master of Journalism & Mass Communication (MJMC) P.G. Degree Program** shall be quoted simply 'Program' hereafter in this ordinance, subject to the recommendation of the respective Board of Studies and as per norms of the concerned Regulatory Authority. The Board of Studies is authorized to recommend further additions/ alterations in this Ordinance with the approval of MPPURC and Government of M.P.
- b. Name of the Faculty/ Board of Studies is **School of Journalism & Mass Communication** and the Department shall be **Department of Journalism & Mass Communication**.
- c. The degree will include areas of study/subjects/specializations as recommended by the Academic Council and concerned Board of Studies of the University.

2. ELIGIBILITY FOR ADMISSION

- a. Bachelor or an equivalent in any related discipline from any recognized University with minimum pass marks as per the norms of regulatory authority/council would be mandatory for admission.
- b. Notwithstanding anything contained in the above-mentioned rules, the eligibility criteria will be as decided by the Governing Body and the Academic Council from time to time, in accordance with the concerned regulatory body.
- c. Admissions shall be according to the criteria made by the Admission Committee and the concerned regulatory authority.

3. CRITERIA FOR SELECTION

Admissions shall take place on the criteria approved by the Admission Committee and Vice Chancellor. (As per Ordinance No.01)

4. NUMBER OF SEATS

Will be decided from time to time by the University Academic Council as per guidelines of the concerned Regulatory Authority and other statutory bodies as and where applicable.

5. COMMENCEMENT & DURATION

- a. Scheduled period for the completion of MJMC is **2 years**.
- b. Maximum duration of Program completion is **4 years**.
- c. Each Academic year shall comprise of 2 semesters each in semester system .
- d. The Programs shall generally commence in July/August every year. Barring exceptional circumstances.
- e. Each semester shall be spread over not less than 90 teaching days in semester system and 180 days in annual system .

6. FEE STRUCTURE

- a. All the fees categories including Program fee and the examination fee shall be determined by the University from time to time and shall be payable by the students at the beginning of each semester.
- b. Registrar shall notify the quantum of fees payable and the schedule of registration before the start of each semester.
- c. Fees, once paid, and if student has started attending the classes, will not be refundable in any case except for the caution money. In some cases of genuine hardship, the Vice-Chancellor may permit an extension in the last date of payment of fees, however all the students shall be required to pay the prescribed fee before the start of examination. In case any student has been allowed to appear in the examination, the result of such student shall be withheld till all his dues are cleared.
- d. The fees shall be applicable as per approval of Board of Management from time to time with the Approval of MPPURC.

7. MEDIUM OF INSTRUCTION

Medium of instruction and examinations would be English/Hindi as per the choice filled by the student, in accordance to the guidelines prescribed by regulatory authority.

8. ATTENDANCE

Regular students, to be eligible to appear in the University examination, are required to attend a minimum of 75% classes in each semester.

9. EXAMINATIONS

- a. **Internal Assessment** shall be based on class work/assignments/attendance.
- b. **Half Yearly or Mid Semester Examination:** One half early exam in yearly system and Two mid semester examinations for each theory & practical paper shall be conducted in each Semester and marks of the best of two will be considered for the final result of that semester, in semester system.
- c. **University Examination:** shall be conducted as per Ordinance No. 03 & 04. Details of subjects and credits shall be prescribed as per the scheme duly approved by the Academic Council.

10. ASSESSMENT SYSTEM

The University can decide on the grade or percentage of marks required to pass in a course and also the CGPA required to qualify for a degree as per regulatory authority guidelines, taking into consideration, the recommendations of the concerned statutory professional council.

11. DEGREE / GRADE SHEET

- a. Student shall be declared eligible for the award of the two year Degree, if he/she fulfills all requirements set by regulatory authority.
- b. Student shall be eligible for award of Degree subject to passing the Program and all courses within the stipulated time period.

12. GENERAL INSTRUCTIONS

- a. Board of Management of the University shall be the competent authority to make decisions on the matters which are not covered in this ordinance.
- b. The subject to be studied in different semesters includes industrial training, projects, etc. shall be as per the University schemes, approved by Board of Studies and the board of Management of the University and in accordance with the norms of concerned regulatory authority.
- c. Notwithstanding anything stated in this Ordinance for any unforeseen issues arising and not covered by this Ordinance or in the event of differences of interpretation, the Vice-Chancellor may take a decision after obtaining, if necessary, the opinion/advice of a Committee, consisting of the Principal/Dean of the concerned Department. The decision of the Vice-Chancellor shall be final.
- d. The Reservation of SC/ST/Other category candidates shall be applicable as per the norms of the State Government of Madhya Pradesh and/or the Government of India.

EKLAVYA UNIVERSITY
ORDINANCE NO. 80
BACHELOR OF LAW (LL.B.)
3-YEAR DEGREE PROGRAM

1. NAME OF PROGRAM & APPLICABILITY

- a. 3-Year **Bachelor of Law (LL.B.) Degree Program** shall be quoted simply 'Program' hereafter in this ordinance, subject to the recommendation of the respective Board of Studies and as per norms of the concerned regulatory authority. The Board of Studies is authorized to recommend further additions/alterations in this Ordinance with the approval of MPPURC and Government of M.P.
- b. Name of the Faculty/ Board of Studies is **School of Law** and the Department shall be **Department of Law**.
- c. The degree will include areas of study/subjects/specializations as recommended by the Academic Council and concerned Board of Studies of the University.

2. ELIGIBILITY FOR ADMISSION

- a. Graduate with any subject from any recognized University with minimum pass marks as per the norms of regulatory authority/council would be mandatory for admission in LL.B. Program.
- b. Notwithstanding anything contained in the above-mentioned rules, the eligibility criteria will be as decided by the Governing Body and the Academic Council from time to time, in accordance with the concerned regulatory authority/council.
- c. Admissions shall be according to the criteria made by the Admission Committee and the concerned regulatory authority/council.

3. CRITERIA FOR SELECTION

Admissions shall take place on the criteria approved by the Admission Committee and Vice Chancellor. (As per Ordinance No.01)

4. NUMBER OF SEATS

Will be decided from time to time by the University Academic Council as per guidelines of the concerned Regulatory Authority and other statutory bodies as and where applicable.

5. COMMENCEMENT & DURATION

- a. Scheduled period for the completion of LL.B. Program is **3 years**.
- b. Maximum duration of Program completion is **6 years**.
- c. Each Academic year shall comprise of 2 semesters each.
- d. The Programs shall generally commence in July/August every year. Barring exceptional circumstances.
- e. Each semester shall be spread over not less than 104 teaching days.
- f. Ten day vacation as semester break shall be granted to the students between two semesters.

6. FEE STRUCTURE

- a. All the fees categories including Program fee and the examination fee shall be determined by the University from time to time and shall be payable by the students at the beginning of each semester.
- b. Registrar shall notify the quantum of fees payable and the schedule of registration before the start of each semester.
- c. Fees, once paid, and if student has started attending the classes, will not be refundable in any case except for the caution money. In some cases of genuine hardship, the Vice-Chancellor may permit an extension in the last date of payment of fees, however all the students shall be required to pay the prescribed fee before the start of examination. In case any student has been allowed to appear in the examination, the result of such student shall be withheld till all his dues are cleared.
- d. The fees shall be applicable as per approval of Board of Management from time to time with the Approval of MPPURC.

7. MEDIUM OF INSTRUCTION

Medium of instruction and examinations would be English/Hindi as per the choice filled by the student, in accordance to the guidelines prescribed by regulatory authority.

8. ATTENDANCE

Regular students, to be eligible to appear in the University examination, are required to attend a minimum of classes in each semester.

9. EXAMINATIONS

- a. **Internal Assessment** shall be based on class work/assignments/attendance.
- b. **Mid Semester Examination:** Two mid semester examinations for each theory & practical paper shall be conducted in each Semester and marks of the best of two will be considered for the final result of that semester.
- c. **University Examination:** shall be conducted as per Ordinance No. 03 & 04. Details of subjects and credits shall be prescribed as per the scheme duly approved by the Academic Council.

10. ASSESSMENT SYSTEM

The University can decide on the grade or percentage of marks required to pass in a course and also the CGPA required to qualify for a degree as per regulatory authority guidelines, taking into consideration, the recommendations of the concerned statutory professional council.

11. DEGREE/ GRADE SHEET

- a. Student shall be declared eligible for the award of the three year Degree, if he/she fulfills all requirements set by Regulatory Authority.
- b. Student shall be eligible for award of Degree subject to passing the Program and all courses within the stipulated time period.

12. GENERAL INSTRUCTIONS

- a. Board of Management of the University shall be the competent authority to make decisions on the matters which are not covered in this ordinance.
- b. The subject to be studied in different semesters includes court visits moot court, projects, etc. shall be as per the University schemes, approved by Board of Studies and the board of Management of the University and in accordance with the norms of concerned regulatory authority.
- c. Notwithstanding anything stated in this Ordinance for any unforeseen issues arising and not covered by this Ordinance or in the event of differences of interpretation, the Vice-Chancellor may take a decision after obtaining, if necessary, the opinion/advice of a Committee, consisting of the Principal/Dean of the concerned Department. The decision of the Vice-Chancellor shall be final.
- d. The Reservation of SC/ST/Other category candidates shall be applicable as per the norms of the State Government of Madhya Pradesh and/or the Government of India.

EKLAVYA UNIVERSITY
ORDINANCE NO. 81
MASTER OF LAW (LL.M.)
2-YEAR P.G. DEGREE PROGRAM

1. NAME OF PROGRAM & APPLICABILITY

- a. 2-year **Master of Law (LL.M.) Degree Program** shall be quoted simply 'Program' hereafter in this ordinance, subject to the recommendation of the respective Board of Studies and as per norms of the concerned regulatory authority. The Board of Studies is authorized to recommend further additions/alterations in this Ordinance with the approval of MPPURC and Government of M.P.
- b. Name of the Faculty/ Board of Studies is **School of Law** and the Department shall be **Department of Law**.
- c. The degree will include areas of study/subjects/specializations as recommended by the Academic Council and concerned Board of Studies of the University.

2. ELIGIBILITY FOR ADMISSION

- a. Graduate with 3-year LL.B. degree or 5-year BA-LLB/BSc-LLB/BCA-LLB/B.Com.-LLB/B.B.A. LLB degree with minimum pass marks as per the norms of regulatory authority/council would be mandatory for admission in Master of Legislative Law (LL.M.) program.
- b. Notwithstanding anything contained in the above-mentioned rules, the eligibility criteria will be as decided by the Governing Body and the Academic Council from time to time, in accordance with the concerned regulatory authority.
- c. Admissions shall be according to the criteria made by the Admission Committee and the concerned regulatory authority.

3. CRITERIA FOR SELECTION

Admissions shall take place on the criteria approved by the Admission Committee and Vice Chancellor. (As per Ordinance No.01)

4. NUMBER OF SEATS

Will be decided from time to time by the University Academic Council as per guidelines of the concerned Regulatory Authority and other statutory bodies as and where applicable.

5. COMMENCEMENT & DURATION

- a. Scheduled period for the completion of LL.M. Program is **2 years**.
- b. Maximum duration of Program completion is **4 years**.
- c. Each Academic year shall comprise of 2 semesters each.
- d. The Programs shall generally commence in July/August every year. Other than under Exceptional circumstances.
- e. Each semester shall be spread over not less than 90 teaching days.
- f. Ten day vacation as semester break shall be granted to the students between two semesters.

6. FEE STRUCTURE

- a. All the fees categories including Program fee and the examination fee shall be determined by the University from time to time and shall be payable by the students at the beginning of each semester.
- b. Registrar shall notify the quantum of fees payable and the schedule of registration before the start of each semester.
- c. Fees, once paid, and if student has started attending the classes, will not be refundable in any case except for the caution money. In some cases of genuine hardship, the Vice-Chancellor may permit an extension in the last date of payment of fees, however all the students shall be required to pay the prescribed fee before the start of examination. In case any student has been allowed to appear in the examination, the result of such student shall be withheld till all his dues are cleared.
- d. The fees shall be applicable as per approval of Board of Management from time to time with the Approval of MPPURC.

7. MEDIUM OF INSTRUCTION

Medium of instruction and examinations would be English/Hindi as per the choice filled by the student, in accordance to the guidelines prescribed by regulatory authority.

8. ATTENDANCE

Regular students, to be eligible to appear in the University examination, are required to attend a minimum of 75% classes in each semester.

9. EXAMINATIONS

- a. **Internal Assessment** shall be based on class work/assignments/attendance.
- b. **Mid Semester Examination:** Two mid semester examinations for each theory & practical paper shall be conducted in each Semester and marks of the best of two will be considered for the final result of that semester.
- c. **University Examination:** shall be conducted as per Ordinance No. 03 & 04. Details of subjects and credits shall be prescribed as per the scheme duly approved by the Academic Council.

10. ASSESSMENT SYSTEM

The University can decide on the grade or percentage of marks required to pass in a course and also the CGPA required to qualify for a degree as per regulatory authority guidelines, taking into consideration, the recommendations of the concerned statutory professional council.

11. DEGREE/ GRADE SHEET

- a. Student shall be declared eligible for the award of the two year degree, if he/she fulfills all requirements set by regulatory authority.
- b. Student shall be eligible for award of degree subject to passing the Program and all courses within the stipulated time period.

12. GENERAL INSTRUCTIONS

- a. Board of Management of the University shall be the competent authority to make decisions on the matters which are not covered in this ordinance.
- b. The subject to be studied in different semesters includes Industrial training, projects, etc. shall be as per the University schemes, approved by Board of Studies and the board of Management of the University and in accordance with the norms of concerned regulatory authority.
- c. Notwithstanding anything stated in this Ordinance for any unforeseen issues arising and not covered by this Ordinance or in the event of differences of interpretation, the Vice-Chancellor may take a decision after obtaining, if necessary, the opinion/advice of a Committee, consisting of the Principal/Dean of the concerned Department. The decision of the Vice-Chancellor shall be final.
- d. The Reservation of SC/ST/Other category candidates shall be applicable as per the norms of the State Government of Madhya Pradesh and/or the Government of India.

EKLAVYA UNIVERSITY
ORDINANCE NO. 82
BACHELOR OF ARTS/SCIENCE/COMMERCE/BUSINESS
ADMINISTRATION/COMPUTER APPLICATION with BACHELOR of
LAW
(B.A. LL.B./B.SC. LL.B./B.COM. LL.B./B.B.A. LL.B./BCA LL.B.)
5-YEAR INTEGRATED DEGREE PROGRAM

1. NAME OF PROGRAM & APPLICABILITY

- a. 5-Year Integrated Bachelor of Arts/Science/Commerce/Business Administration Bachelor/Computer Application of Law (B.A. LL.B./B.Sc. LL.B./B.Com. LL.B./B.B.A. LL.B./BCA LL.B.) Degree Program shall be quoted simply 'Program' hereafter in this ordinance, subject to the recommendation of the respective Board of Studies and as per norms of the concerned Regulatory Authority. The Board of Studies is authorized to recommend further additions/ alterations in this Ordinance with the approval of MPPURC and Government of M.P.
- b. Name of the Faculty/ Board of Studies is **School of Law** and the Department shall be **Department of Law**.
- c. The Degree will include areas of study/subjects/specializations as recommended by the Academic Council and concerned Board of Studies of the University.
- d. The 5 year Integrated Degree Program will be governed by the rules and regulations of the regulatory body, specific to the course.

2. ELIGIBILITY FOR ADMISSION

- a. 10+2 Pass from any recognized board (B.Sc./BCA requires science subjects) Minimum marks as per the norms of regulatory authority/council would be mandatory in qualifying examinations for admission in Degree Program.
- b. Notwithstanding anything contained in the above-mentioned rules, the eligibility criteria will be as decided by the Governing Body and the Academic Council from time to time, in accordance with the concerned regulatory authority.
- c. Admissions shall be according to the criteria made by the Admission Committee and the concerned regulatory authority.

3. CRITERIA FOR SELECTION

Admissions shall take place on the criteria approved by the Admission Committee and Vice Chancellor. (As per Ordinance No.01)

4. NUMBER OF SEATS

Will be decided from time to time by the University Academic Council as per guidelines of the concerned Regulatory Authority and other statutory bodies as and where applicable.

5. COMMENCEMENT & DURATION

- a. Scheduled period for the completion of integrated degree Program is **5 year**.
- b. Maximum duration of Program completion is **10 years**.
- c. Each Academic year shall comprise of 2 semesters each.
- d. The Programs shall generally commence in July/August every year. Barring exceptional circumstances.

- e. Each semester shall be spread over not less than 120 as per B C I norms teaching days.
- f. Ten day vacation as semester break shall be granted to the students between two semesters.

6. FEE STRUCTURE

- a. All the fees categories including Program fee and the examination fee shall be determined by the University from time to time and shall be payable by the students at the beginning of each semester.
- b. Registrar shall notify the quantum of fees payable and the schedule of registration before the start of each semester.
- c. Fees, once paid, and if student has started attending the classes, will not be refundable in any case except for the caution money. In some cases of genuine hardship, the Vice-Chancellor may permit an extension in the last date of payment of fees, however all the students shall be required to pay the prescribed fee before the start of examination. In case any student has been allowed to appear in the examination, the result of such student shall be withheld till all his dues are cleared.
- d. The fees shall be applicable as per approval of Board of Management from time to time with the Approval of MPPURC.

7. MEDIUM OF INSTRUCTION

Medium of instruction and examinations would be English/Hindi as per the choice filled by the student, in accordance to the guidelines prescribed by regulatory authority.

8. ATTENDANCE

Regular students, to be eligible to appear in the University examination, are required to attend a minimum of 75% classes in each semester.

9. EXAMINATIONS

- a. **Internal Assessment** shall be based on class work/ assignments/ attendance.
- b. **Mid Semester Examination:** Two mid semester examinations for each paper shall be conducted in each Semester and marks of the best of two will be considered for the final result of that semester.
- c. **University Examination:** Shall be conducted as per Ordinance No. 03 & 04. Details of subjects and credits shall be prescribed as per the scheme duly approved by the Academic Council.

10. ASSESSMENT SYSTEM

The University can decide on the grade or percentage of marks required to pass in a course and also the CGPA required to qualify for a degree as per regulatory authority guidelines, taking into consideration, the recommendations of the concerned statutory professional council.

11. DEGREE / GRADE SHEET

- a. Student shall be declared eligible for the award of the 5-Year Integrated Degree, if he/she fulfills all requirements set by Regulatory Authority.
- b. Student shall be eligible for award of Degree subject to passing the Program and all courses within the stipulated time period.

12. GENERAL INSTRUCTIONS

- a. Board of Management of the University shall be the competent authority to make decisions on the matters which are not covered in this ordinance.
- b. The subject to be studied in different semesters includes : , etc. shall be as per the University schemes, approved by Board of Studies and the board of Management of the University and in accordance with the norms of concerned regulatory authority.
- c. Notwithstanding anything stated in this Ordinance for any unforeseen issues arising and not covered by this Ordinance or in the event of differences of interpretation, the Vice-Chancellor may take a decision after obtaining, if necessary, the opinion/advice of a Committee, consisting of the Principal/Dean of the concerned Department. The decision of the Vice-Chancellor shall be final.
- d. The Reservation of SC/ST/Other category candidates shall be applicable as per the norms of the State Government of Madhya Pradesh and/or the Government of India.

EKLAVYA UNIVERSITY**ORDINANCE NO. 83****1-YEAR DIPLOMA COURSE****1. NAME OF PROGRAM & APPLICABILITY**

- d. 1-Year **Diploma Program** shall be quoted simply 'Program' hereafter in this ordinance, subject to the recommendation of the respective Board of Studies and as per norms of the concerned Regulatory Authority. The Board of Studies is authorized to recommend further additions/ alterations in this Ordinance with the approval of MPPURC and Government of M.P.
- e. Name of the Faculty/ Board of Studies is **School of Study** (as specified) and the Department shall be **Department of Study** (as specified).
- f. The diploma will include areas of study/subjects/specializations as recommended by the Academic Council and concerned Board of Studies of the University.
- g. The one-year Diploma program will be governed by the rules and regulations of the concerned regulatory authority.

2. ELIGIBILITY FOR ADMISSION

- a. Minimum eligibility varies as per the school/area of study under consideration.
 - i. For certain courses 3rd class/ 5th class/ 8th class pass students are eligible.
OR
 - ii. Higher Secondary School Certificate Examination (10+2 Scheme), from a recognized Board, in any group.
OR
 - iii. Secondary School Certificate Examination (i.e. 10th Class) from a recognized Board, in any group.
 - iv. Minimum Pass Marks as per the norms of regulatory authority/council would be mandatory in qualifying examinations for admission in Diploma Program.
- b. Notwithstanding anything contained in the above-mentioned rules, the eligibility criteria will be as decided by the Governing Body and the Academic Council from time to time, in accordance with the concerned regulatory authority.
- c. Admissions shall be according to the criteria made by the Admission Committee and the concerned regulatory authority.

3. CRITERIA FOR SELECTION

Admissions shall take place on the criteria approved by the Admission Committee and Vice Chancellor. (As per Ordinance No.01)

4. NUMBER OF SEATS

Will be decided from time to time by the University Academic Council as per guidelines of the concerned Regulatory Authority and other statutory bodies as and where applicable.

5. COMMENCEMENT & DURATION

- Scheduled period for the completion of diploma Program is **1 year**, based on either semester or Annual exam system
- Maximum duration of Program completion is **2 years**.
- Each Academic year shall comprise of 2 semesters each, with each semester consisting minimum 90 teaching days and annual system will consist of minimum 180 teaching days
- The Programs shall generally commence in July/August every year. Barring exceptional circumstances.
- Ten day vacation after semester break or half yearly exam shall be granted to the students.

6. FEE STRUCTURE

- All the fees categories including Program fee and the examination fee shall be determined by the University from time to time and shall be payable by the students at the beginning of each semester.
- Registrar shall notify the quantum of fees payable and the schedule of registration before the start of each semester.
- Fees, once paid, and if student has started attending the classes, will not be refundable in any case except for the caution money. In some cases of genuine hardship, the Vice-Chancellor may permit an extension in the last date of payment of fees, however all the students shall be required to pay the prescribed fee before the start of examination. In case any student has been allowed to appear in the examination, the result of such student shall be withheld till all his dues are cleared.
- The fees shall be applicable as per approval of Board of Management from time to time with the approval of MPPURC.

7. MEDIUM OF INSTRUCTION

Medium of instruction and examinations would be English/Hindi as per the choice filled by the student, in accordance to the guidelines prescribed by regulatory authority.

8. ATTENDANCE

Regular students, to be eligible to appear in the University examination, are required to attend a minimum of 75% classes in each semester.

9. EXAMINATIONS

- Internal Assessment** shall be based on class work/ assignments/ attendance.
- Mid Semester Examination:** Two mid semester examinations for both theory & practical shall be conducted in each Semester and marks of the best of two will be considered for the final result of that semester.
- University Examination:** shall be conducted as per Ordinance No. 03 & 04. Details of subjects and credits shall be prescribed as per the scheme duly approved by the Academic Council.
- Examination System** of the diploma program may be yearly or semester-wise as approved by academic council and in accordance with concerned Board of Studies.

10. ASSESMENT SYSTEM

The University can decide on the grade or percentage of marks required to pass in a course and also the CGPA required to qualify for a diploma as per regulatory authority guidelines, taking into consideration, the recommendations of the concerned statutory professional council.

11. DIPLOMA / GRADE SHEET

- a. Student shall be declared eligible for the award of the one year Diploma, if he/she fulfills all requirements set by Regulatory Authority.
- b. Student shall be eligible for award of Degree subject to passing the Program and all courses within the stipulated time period.

12. GENERAL INSTRUCTIONS

- a. Board of Management of the University shall be the competent authority to make decisions on the matters which are not covered in this ordinance.
- b. The subject to be studied in different semesters include lab work, practicals, industrial training, projects, etc. shall be as per the University schemes, approved by Board of Studies of the University as per the norms of concerned regulatory Authority and Board of Management of the University.
- c. Notwithstanding anything stated in this Ordinance for any unforeseen issues arising and not covered by this Ordinance or in the event of differences of interpretation, the Vice-Chancellor may take a decision after obtaining, if necessary, the opinion/advice of a Committee, consisting of the Principal/ Dean of concerned Department. The decision of the Vice-Chancellor shall be final.
- d. The Reservation of SC/ ST/ Other category candidates shall be applicable as per the norms of the State Government of Madhya Pradesh and/or the Government of India.

EKLAVYA UNIVERSITY
ORDINANCE NO. 84
2 or 3 YEAR DIPLOMA COURSE

1. NAME OF PROGRAM & APPLICABILITY

- a. 2-3 Year **Diploma Program** shall be quoted simply 'Program' hereafter in this ordinance, subject to the recommendation of the respective Board of Studies and as per norms of the concerned Regulatory Authority. The Board of Studies is authorized to recommend further additions/ alterations in this Ordinance with the approval of MPPURC and Government of M.P.
- b. Name of the Faculty/ Board of Studies is **School of Study** (as specified) and the Department shall be **Department of Study** (as specified).
- c. The diploma will include areas of study/subjects/specializations as recommended by the Academic Council and concerned Board of Studies of the University.
- d. The two-year Diploma program will be governed by the rules and regulations of the concerned regulatory authority.

2. ELIGIBILITY FOR ADMISSION

- a. Minimum eligibility varies as per the school/area of study under consideration.
 - i. For certain courses 3rd class/ 5th class/ 8th class pass students are eligible, as and where applicable.
OR
 - ii. Higher Secondary School Certificate Examination (10+2 Scheme), from a recognized Board, in any group as per concerned regulatory body.
OR
 - iii. Secondary School Certificate Examination (i.e. 10th Class) from a recognized Board, in any group.

- iv. Minimum Pass marks as per the norms of regulatory authority/council would be mandatory in qualifying examinations for admission in Diploma Program.
- b. Notwithstanding anything contained in the above-mentioned rules, the eligibility criteria will be as decided by the Governing Body and the Academic Council from time to time, in accordance with the concerned regulatory authority.
- c. Admissions shall be according to the criteria made by the Admission Committee and the concerned regulatory authority.

3. CRITERIA FOR SELECTION

Admissions shall take place on the criteria approved by the Admission Committee and Vice Chancellor. (As per Ordinance No.01)

4. NUMBER OF SEATS

Will be decided from time to time by the University Academic Council as per guidelines of the concerned Regulatory Authority and other statutory bodies as and where applicable.

5. COMMENCEMENT & DURATION

- a. Scheduled period for the completion of diploma Program is **2 year**, based on either semester or Annual exam system
- b. Maximum duration of Program completion is **4 years**.
- c. Each Academic year shall comprise of 2 semesters each, with each semester consisting minimum 90 teaching days and annual system will consist of minimum 180 teaching days
- d. The Programs shall generally commence in July/August every year. Barring exceptional circumstances.
- e. Ten day vacation after semester break or half yearly exam shall be granted to the students.

6. FEE STRUCTURE

- a. All the fees categories including Program fee and the examination fee shall be determined by the University from time to time and shall be payable by the students at the beginning of each semester.
- b. Registrar shall notify the quantum of fees payable and the schedule of registration before the start of each semester.
- c. Fees, once paid, and if student has started attending the classes, will not be refundable in any case except for the caution money. In some cases of genuine hardship, the Vice-Chancellor may permit an extension in the last date of payment of fees, however all the students shall be required to pay the prescribed fee before the start of examination. In case any student has been allowed to appear in the examination, the result of such student shall be withheld till all his dues are cleared.
- d. The fees shall be applicable as per approval of Board of Management from time to time with the approval of MPPURC.

7. MEDIUM OF INSTRUCTION

Medium of instruction and examinations would be English/Hindi as per the choice filled by the student, in accordance to the guidelines prescribed by regulatory authority.

8. **ATTENDANCE:** Regular students, to be eligible to appear in the University examination, are required to attend a minimum of 75% classes in each semester.

9. **EXAMINATIONS**

- a. **Internal Assessment** shall be based on class work/ assignments/ attendance.
- b. **University Examination:** shall be conducted as per Ordinance No. 03 & 04. Details of subjects and credits shall be prescribed as per the scheme duly approved by the Academic Council.
- c. **Examination System** of the diploma program may be yearly or semester-wise as approved by academic council and in accordance with concerned Board of Studies.

10. **ASSESSMENT SYSTEM**

The University can decide on the grade or percentage of marks required to pass in a course and also the CGPA required to qualify for a diploma as per regulatory authority guidelines, taking into consideration, the recommendations of the concerned statutory professional council.

11. **DIPLOMA / GRADE SHEET**

- a. Student shall be declared eligible for the award of the two year Diploma, if he/she fulfills all requirements set by Regulatory Authority.
- b. Student shall be eligible for award of Degree subject to passing the Program and all courses within the stipulated time period.

12. **GENERAL INSTRUCTIONS**

- a. Board of Management of the University shall be the competent authority to make decisions on the matters which are not covered in this ordinance.
- b. The subject to be studied in different semesters include lab work, practicals, industrial training, projects, etc. shall be as per the University schemes, approved by Board of Studies of the University as per the norms of concerned regulatory authority norms and Board of Management of the University.
- c. Notwithstanding anything stated in this Ordinance for any unforeseen issues arising and not covered by this Ordinance or in the event of differences of interpretation, the Vice-Chancellor may take a decision after obtaining, if necessary, the opinion/advice of a Committee, consisting of the Principal/ Dean of concerned Department. The decision of the Vice-Chancellor shall be final.
- d. The Reservation of SC/ ST/ Other category candidates shall be applicable as per the norms of the State Government of Madhya Pradesh and/or the Government of India.

EKLAVYA UNIVERSITY
ORDINANCE NO. 85
POST GRADUATE DIPLOMA COURSES
1-YEAR P.G. DIPLOMA PROGRAM

1. NAME OF PROGRAM & APPLICABILITY

- a. 1-Year **Post Graduate Diploma Program** shall be quoted simply 'Program' hereafter in this ordinance, subject to the recommendation of the respective Board of Studies and as per norms of the concerned Regulatory Authority. The Board of Studies is authorized to recommend further additions/ alterations in this Ordinance for approval of MPPURC and Government of M.P.
- b. Name of the Faculty/ Board of Studies is **School of Study** (as specified) and the Department shall be **Department of Study** (as specified).
- c. The diploma will include areas of study/subjects/specializations as recommended by the Academic Council and concerned Board of Studies of the University.
- d. The 1-Year Post Graduate Diploma program will be governed by the rules and regulations of the concerned regulatory authority.

2. ELIGIBILITY FOR ADMISSION

- a. Graduate in a relevant course from a recognized University.
- b. Notwithstanding anything contained in the above-mentioned rules, the eligibility criteria will be as decided by the Governing Body and the Academic Council from time to time, in accordance with the concerned regulatory authority.
- c. Admissions shall be according to the criteria made by the Admission Committee and the concerned regulatory authority.

3. CRITERIA FOR SELECTION

Admissions shall take place on the criteria approved by the Admission Committee and Vice Chancellor. (As per Ordinance No.01)

4. NUMBER OF SEATS

Will be decided from time to time by the University Academic Council as per guidelines of the concerned Regulatory Authority and other statutory bodies as and where applicable.

5. COMMENCEMENT & DURATION

- a. Scheduled period for the completion of P.G. diploma Program is **1 year**, based on either semester or Annual exam system
- b. Maximum duration of Program completion is **2 years**.
- c. Each Academic year shall comprise of 2 semesters each, with each semester consisting minimum 90 teaching days and annual system will consist of minimum 180 teaching days
- d. The Programs shall generally commence in July/August every year. Barring exceptional circumstances.
- e. Ten day vacation after semester break or half yearly exam shall be granted to the students.

6. FEE STRUCTURE

- a. All the fees categories including Program fee and the examination fee shall be determined by the University from time to time and shall be payable by the

students at the beginning of each semester.

- b. Registrar shall notify the quantum of fees payable and the schedule of registration before the start of each semester.
- c. Fees, once paid, and if student has started attending the classes, will not be refundable in any case except for the caution money. In some cases of genuine hardship, the Vice-Chancellor may permit an extension in the last date of payment of fees, however all the students shall be required to pay the prescribed fee before the start of examination. In case any student has been allowed to appear in the examination, the result of such student shall be withheld till all his dues are cleared.
- d. The fees shall be applicable as per approval of Board of Management from time to time with the arrival of MPPURC

7. **MEDIUM OF INSTRUCTION**

Medium of instruction and examinations would be English/Hindi as per the choice filled by the student, in accordance to the guidelines prescribed by regulatory authority.

8. **ATTENDANCE**

Regular students, to be eligible to appear in the University examination, are required to attend a minimum of 75% classes in each semester.

9. **EXAMINATIONS**

- a. **Internal Assessment** shall be based on class work/ assignments/ attendance.
- b. **Mid Semester Examination:** Two mid semester examinations for each theory & practical paper shall be conducted in each Semester and marks of the best of two will be considered for the final result of that semester.
- c. **University Examination** shall be conducted as per Ordinance No. 03 & 04. Details of subjects and credits shall be prescribed as per the scheme duly approved by the Academic Council.
- d. **Examination System** of the program may be yearly or semester-wise as approved by academic council and in accordance with concerned Board of Studies.

10. **ASSESSMENT SYSTEM**

The University can decide on the grade or percentage of marks required to pass in a course and also the CGPA required to qualify for a diploma as per regulatory authority guidelines, taking into consideration, the recommendations of the concerned statutory professional council.

11. **DIPLOMA / GRADE SHEET**

- a. Student shall be declared eligible for the award of the one-year P.G. Diploma, if he/she fulfills all requirements set by Regulatory Authority.
- b. Student shall be eligible for award of Degree subject to passing the Program and all courses within the stipulated time period.

12. **GENERAL INSTRUCTIONS**

- a. Board of Management of the University shall be the competent authority to make decisions on the matters which are not covered in this ordinance.

- b. The subject to be studied in different semesters include lab work, practicals, industrial training, projects, etc. shall be as per the University schemes, approved by Board of Studies of the University as per the norms of concerned regulatory authority and Board of Management of the University.
- c. Notwithstanding anything stated in this Ordinance for any unforeseen issues arising and not covered by this Ordinance or in the event of differences of interpretation, the Vice-Chancellor may take a decision after obtaining, if necessary, the opinion/advice of a Committee, consisting of the Principal/ Dean of the Department. The decision of the Vice-Chancellor shall be final.
- d. The Reservation of SC/ ST/ Other category candidates shall be applicable as per the norms of the State Government of Madhya Pradesh and Government of India.

EKLAVYA UNIVERSITY
ORDINANCE NO. 86
POST GRADUATE DIPLOMA
2-YEAR P.G. DIPLOMA PROGRAM

1. NAME OF PROGRAM & APPLICABILITY

- a. 2-Year **Post Graduate Diploma Program** shall be quoted simply 'Program' hereafter in this ordinance, subject to the recommendation of the respective Board of Studies and as per norms of the concerned Regulatory Authority. The Board of Studies is authorized to recommend further additions/ alterations in this Ordinance with the approval of MPPURC and Government of M.P.
- b. Name of the Faculty/ Board of Studies is **School of Study** (As Specified) and the Department shall be **Department of Study** (As Specified).
- c. The diploma will include areas of study/subjects/specializations as recommended by the Academic Council and concerned Board of Studies of the University.
- d. The 2-year Post Graduate Diploma program will be governed by the rules and regulations of the concerned regulatory authority.

2. ELIGIBILITY FOR ADMISSION

- a. Graduate in a relevant course from a recognized University.
- b. Notwithstanding anything contained in the above-mentioned rules, the eligibility criteria will be as decided by the Governing Body and the Academic Council from time to time, in accordance with the concerned regulatory authority.
- c. Admissions shall be according to the criteria made by the Admission Committee and the concerned regulatory authority.

3. CRITERIA FOR SELECTION

Admissions shall take place on the criteria approved by the Admission Committee and Vice Chancellor. (As per Ordinance No.01)

4. NUMBER OF SEATS

Will be decided from time to time by the University Academic Council - as per guidelines of the concerned Regulatory Authority and other statutory bodies as and where applicable.

5. COMMENCEMENT & DURATION

- a. Scheduled period for the completion of P.G. diploma Program is **2 year**, based on either semester or Annual exam system
- b. Maximum duration of Program completion is **4 years**.
- c. Each Academic year shall comprise of 2 semesters each, with each semester consisting minimum 90 teaching days and annual system will consist of minimum 180 teaching days

- d. The Programs shall generally commence in July/August every year. Barring exceptional circumstances.
- e. Ten day vacation after semester break or half yearly exam shall be granted to the students.

6. FEE STRUCTURE

- a. All the fees categories including Program fee and the examination fee shall be determined by the University from time to time and shall be payable by the students at the beginning of each semester.
- b. Registrar shall notify the quantum of fees payable and the schedule of registration before the start of each semester.
- c. Fees, once paid, and if student has started attending the classes, will not be refundable in any case except for the caution money. In some cases of genuine hardship, the Vice-Chancellor may permit an extension in the last date of payment of fees, however all the students shall be required to pay the prescribed fee before the start of examination. In case any student has been allowed to appear in the examination, the result of such student shall be withheld till all his dues are cleared.
- d. The fees shall be applicable as per approval of Board of Management from time to time with the approval of MPPURC.

7. MEDIUM OF INSTRUCTION

Medium of instruction and examinations would be English/Hindi as per the choice filled by the student, in accordance to the guidelines prescribed by regulatory authority.

8. ATTENDANCE

Regular students, to be eligible to appear in the University examination, are required to attend a minimum of 75% classes in each semester.

9. EXAMINATIONS

- a. **Internal Assessment** shall be based on class work/ assignments/ attendance.
- b. **Mid Semester Examination:** Two mid semester examinations for each theory & practical paper shall be conducted in each Semester and marks of the best of two will be considered for the final result of that semester.
- c. **University Examination:** shall be conducted as per Ordinance No. 03 & 04. Details of subjects and credits shall be prescribed as per the scheme duly approved by the Academic Council.
- d. **Examination System** of the program may be yearly or semester-wise as approved by academic council and in accordance with concerned Board of Studies.

10. ASSESMENT SYSTEM

The University can decide on the grade or percentage of marks required to pass in a course and also the CGPA required to qualify for a diploma as per regulatory authority guidelines, taking into consideration, the recommendations of the concerned statutory professional council.

11. DIPLOMA / GRADE SHEET

- a. Student shall be declared eligible for the award of the two year P.G. Diploma, if he/she fulfills all requirements set by Regulatory Authority.
- b. Student shall be eligible for award of Degree subject to passing the Program and all courses within the stipulated time period.

12. GENERAL INSTRUCTIONS

- a. Board of Management of the University shall be the competent authority to make decisions on the matters which are not covered in this ordinance.
- b. The subject to be studied in different semesters include lab work, practicals, industrial training, projects, etc. shall be as per the University schemes, approved by Board of Studies of the University as per the norms of regulatory Authority and Board of Management of the University.
- c. Notwithstanding anything stated in this Ordinance for any unforeseen issues arising and not covered by this Ordinance or in the event of differences of interpretation, the Vice-Chancellor may take a decision after obtaining, if necessary, the opinion/advice of a Committee, consisting of the Principal/ Dean Department. The decision of the Vice-Chancellor shall be final.
- d. The Reservation of SC/ ST/ Other category candidates shall be applicable as per the norms of the State Government of Madhya Pradesh and/or the Government of India.

EKLAVYA UNIVERSITY**ORDINANCE NO. 87**

**ORDINANCE PERTAINING TO DOCTOR OF PHILOSOPHY (Ph.D.)
(ORDINANCE AS PER UGC REGULATION 2016)**

The Ordinance shall be called "Ordinance" Governing the Doctoral Degree. The ordinance will be governed by rules & regulations as per approval from the Board of Management of the University framed in accordance of regulations /norms laid by the UGC from time to time.

1. Eligibility for Enrolment for Doctor of Philosophy (Ph.D.)

- a. A candidate for enrollment for the degree of Doctor of Philosophy must, at the time of application, hold Master's degree with at least 55% marks or an equivalent grade of University / Deemed University or any other University incorporated by any law for the time being in force and recognized by the University. Five percentage marks will be relaxed for SC/ST/OBC/Minorty and Handicapped candidates, as directed by the State Government.
- b. A candidate shall ordinarily be permitted to work for Ph.D. Degree in the subject in which he/she has obtained his Master's degree. Provided that research work leading to Ph.D. degree may be allowed in allied subjects of interdisciplinary nature of the same faculty or of allied faculties. Provided further that whether a subject is allied or not to the subject in which the candidate has done Master's degree, shall be decided by the Academic Council.

2. Classification of Candidate: Based on the nature of the program:

- i. Full time candidate who is pursuing the research studies on full time basis.
- ii. Part time for teachers and scientist candidates who are doing Ph.D. along with their normal work.
- iii. Integrated Ph.D. for B.Tech /MCA/M.Sc. First 2 years for M.Tech and remaining time (3 Years) for research.
- iv. Innovative and interdisciplinary areas of study.

3. Duration of the Program

- a. The duration of the program will be conducted from the date of the registration to submission of the thesis.
- b. The minimum duration of the post graduate qualified full time Ph.D. candidate will be 3 years from the date of registration.
- c. The maximum duration shall not exceed 5 years, an extension of 1 year can be granted to the candidate on the recommendation of the RDC.
- d. The minimum duration for the post graduate qualified part time Ph.D. candidate will be 4 years from the date of registration. The maximum duration shall not exceed 6 years, an extension of 1 year can be granted to the candidate on the recommendation of the RDC.
- e. The minimum duration for the candidate with M.Phil. qualification:
 - i. 2 years in the case of full-time candidates
 - ii. 3 years in the case of part time candidates

4. Availability of seats: Depending upon availability of supervisor/Co-supervisor the number of seats shall be decided, provided that –

- a. A Supervisor shall not have at any point of time, more than 08 Ph.D. Scholars as supervisor and 06 Ph.D. Scholars as co supervisor in case of a Professor and 06 Ph.D. Scholars as supervisor and 05 Ph.D. Scholars as Co-supervisor in case of Associate Professor and 04 Ph.D. Scholars as Supervisor in case of Assistant Professor, in any University in India and abroad. For that supervisors have to submit undertaking regarding total number of candidates he is supervising.
- b. The seats available with the supervisor should be manageable for him/her and also manageable for the concerned research center.

5. Admission Procedure

- a. The admission shall be made by the University, through an entrance test by the Admission Board of the University following the norms prescribed by the UGC New Delhi.
- b. Candidate who have qualified the UGC/CSIR/DST/National/State level Examination/ SLET/ NET/ M.Phil./ QIP program of AICTE & UGC, shall be admitted directly without the entrance test.
- c. Candidates who have been awarded teachers fellowship by statutory bodies for doing Ph.D. degree shall also be admitted directly without the entrance test.
- d. If a Ph.D. candidate takes a transfer from any central/state/ Private University, provided NoC has been issued by the concerned University, the residential period of earlier research work will be counted only as one year, and all other conditions remain similar to existing research scholars of Eklavya University.

6. Desirous candidates must apply for Entrance test leading to registration for Ph.D. degree of his subject on a prescribed form obtainable on payment of prescribed fee, stating -
 - a. His/her Qualification and experience.
 - b. Proposed subject/discipline along with the relevant faculty in which he/she proposes to work.
 - c. Mark-sheet of Qualifying Examination (Mark-sheet of Higher secondary, Mark-sheet of Bachelor degree and Qualifying PG Examination Mark-sheet).
 - d. Address, Contact number, mobile number, email- id and other contact details.
5. **Entrance Test-** An entrance test for admission to Ph.D. program shall be conducted for each subject separately.
 - a. The entrance test should comprise of one multiple choice objective type question paper of 100 questions having total 100 marks and to be answered in maximum 2 hours. The questions should cover concerned post graduate syllabus. There will be no negative marking and the candidates must score minimum 50 marks (45% for SC/ST non creamy layer/physically handicapped) to qualify the entrance test.
 - b. The eligible candidates shall have to appear in an interview. The interview committee (Departmental Research Committee) **DRC** shall consist of
 - i. Dean of concerned faculty – Chairman
 - ii. Chairman Board of Studies of concerned subject member
 - iii. Head of department/school of study member
 - iv. One senior professor nominated by Vice ChancellorThree members shall form quorum of meeting
6. The functions of the DRC shall be to scrutinize the application of the candidates, to discuss the probable topic of research and to allocate supervisor/co supervisor to eligible candidates.
7. Eligible candidates after recommendation of DRC and subsequent approval of Vice Chancellor shall be eligible to attend course work for 6 months to study-
 - a. Following subjects for 3 months.
 - i. Research Methods and Methodology
 - ii. Computer application
 - iii. Statistical method of data analysis
 - b. Literature review on the selected topic under allocated supervisor for 3 months
8. If found necessary, course work may be carried out by Doctoral candidate in sister departments/institute/ online (under exceptional/unforeseen circumstances) either within or outside the University for which due credit will be given to them.
9. After successful completion of 6 months of course work, a test shall be conducted by the University for subjects incorporated in 7 (a) for 3 hours and for 100 marks. The question paper may have long answers questions for 60 marks and short answers questions for 40 marks.

10. Review of literature shall be evaluated for 100 marks.
11. A candidate should be declared to have passed the examinations if he/she secures 50 marks separately in each paper (45 marks for SC/ST/handicapped candidate).
12. If candidate fails in only one paper, he/she may appear in next subsequent examination in that paper for one more time to pass. If he fails again he/she will be declared unfit for Ph.D. programme.
13. Setting of questions paper for the course work examination and evaluation of the review of literature should be done by qualified examiner as approved by Vice Chancellor.
14. Candidate desirous to appear in entrance test and course work shall deposit requisite fee as decided by the University from time to time. Separate fee shall be charged for attending course work classes.
15. Minimum 75% attendance is compulsory to write course work examination. The attendance of course work and attendance recorded by supervisor during review of literature may be taken together for this purpose.
16. After completion of review of literature by candidate supervisor shall forward the same in bind form in 3 copies to dean faculty of concerned subject along with certificate of attendance in form of percentage attendance.
17. Successful candidate after passing the course work examination shall prepare and submit the synopsis on the selected topic in 5 copies forwarded by supervisor along with an application for registration in Ph.D. program with required fees. The candidate should appear and present his proposed research work in front of Research Degree Committee (RDC).
18. The RDC shall comprise of
 - a. Vice Chancellor or his nominee
 - b. Dean of the concerned faculty
 - c. Chairman Board of Study of concerned subject
 - d. One subject expert from outside the University nominated by Vice Chancellor.
 - e. External examiner and 2 other members shall form the quorum of the meeting.
19. The RDC should examine suitability of the topic and recommend the candidate for registration to the Ph.D. programme, if found eligible. If RDC does not recommend/ approve the topic of research proposed by the candidate, he may change the topic of research and prepare a new synopsis and present it in the next RDC meeting. Provided that if candidate fails to present or satisfy RDC for the second time his case may be rejected.
20. The University should notify the list of successful candidates of entrance test, course work examination DRC interview and RDC interview within 15 days of examination.
21. Successful candidate recommended by RDC for registration may be registered for Ph.D. programme on depositing requisite fee within notified time. However, the date of registration shall be the date on which the candidate has deposited the registration Fees.

22. As far as possible, the allotment board shall allot the preferred place of research work and the preferred supervisor and co-supervisor, if any and shall also approve the proposed title of the thesis (however, the candidate may change title of his/her thesis, after prior approval by Research Degree Committee (RDC). The candidate may, however, be allowed to take another chance for allotment in next admission process if he does not want to change the preferences in the first instant.
23. On the request of the supervisor, Vice Chancellor may permit him to be present as an observer during the oral presentation of his candidate.
- No. T.A and D.A shall be payable to candidate and supervisor for attending the Research Degree Committee meeting.
 - The meeting of Research Degree Committee (RDC) shall be held in the University office twice a year. The committee shall consider the application of the persons, who want to get recognized as supervisor/co-supervisor submitted to committee constituted under section 18 of this Ordinance who shall examine & recommend the eligibility of the person for the appointment as supervisor/ co-supervisors. The committee shall also prepare a list for approved supervisors/co-supervisors, along with their specializations as per provision of this Ordinance. This list shall be available with the Registrar.
 - After approval by the RDC of the title of the thesis, synopsis, supervisor, co-supervisor/s (if any), and place of research work, the candidate shall be registered for Ph.D./degree from the date on which the candidate had deposited the registration fee and other fees mentioned in para 14 of this Ordinance, at time of admission, and this date will be the "date of registration" of the candidate. The letter of registration shall be issued by the Registrar and sent to all those concerned. The candidate shall be enrolled as a student from the date of registration and will be required to pay regular tuition, library and laboratory fees (six monthly) where laboratory work is involved during his research tenure in the institute from which the application form was forwarded.
 - If the RDC makes any change only in the title of the thesis, the approved changed title shall be communicated to the candidate in the meeting of the RDC itself. The letter of registration shall be issued mentioning the approved title.
 - If the RDC suggests any change in the synopsis, then the change required shall be communicated to the candidate by the Registrar. The candidate will be required to resubmit the synopsis (in Ten copies) as revised by him/her, incorporating the changes suggested by the RDC within 3 months time. The dean of the School shall examine the revised synopsis and if he is satisfied that the changes suggested by the RDC have been incorporated in the revised synopsis, he will approve the same. The letter of registration shall then be issued by the Registrar.
 - If the RDC decides that major revision is required in the synopsis and/ or the oral presentation was also found to be unsatisfactory, the candidate may be asked to revise the synopsis and/or improve upon the oral presentation and reappear at the next meeting of the RDC.

24. Fees

Registration fee for Ph.D. program is to be paid to the University at the prevalent rates as announced by the University from time to time. The total program fee must be paid before submission of Ph.D. thesis.

25. Research Centre

A candidate may pursue his research work for Ph.D. degree in the University Teaching Department in the subject concerned,

Or

At a Research centre i.e. an organization of National or International repute (NIIT/IIT/Other academic institutions of national or state recognition and/or importance /Research Organizations of Government/reputed corporate establishment with established R&D Laboratories etc.), recognized as a research center by the

Academic Council: Provided that a M.O.U. shall have to sign between the University & the Institute/ Organization.

- a. After the M.O.U., the candidates may also be allowed by RDC to pursue research work at an industry of international repute, actively involved in research and development activities in the subject and having sufficient R&D infrastructure for conducting research, which must be Government of India approved R&D center and shall be recognized for this purpose by the BOM of the University.
- b. A candidate permitted to work in such Industry as stated in above Paragraph, having MOU with the University, shall be required to take at least one supervisor/co-supervisor from the industry, such supervisor/co-supervisor should be Scientist/Director of the R&D center not below the rank of the Associate Professor of the University.
- c. Candidate may also be permitted to work by RDC in research establishment of repute like CSIR labs/ DRDO Labs or Labs of repute established by Central Government and after MOU signed by the University with such establishment.
- d. A candidate permitted to work in such Research Establishment, stated in above Paragraph, shall also be required to take at least one supervisor/co-supervisor/co-guide from the Establishment. Such supervisor/co-supervisor/co-guide should be scientist/Director of the R&D Centre not below the rank of Associate Professor of the University.

26. Supervisor/Co-supervisor

- a. The person recommended as supervisor/co-supervisor to guide the research scholar must be –

- i. The Professor in the University Teaching Department who has obtained a doctorate degree in the subject and has published at least five research papers on the concerned subject in peer reviewed standard journals of repute.

OR

- ii. An Associate Professor or Reader in the University Teaching Department who has obtained a doctorate degree in the subject and has published at least five research paper on the concerned subject in standard journals of repute

OR

- iii. An Assistant Professor or Lecturer in the University Teaching Department who has obtained a doctorate degree in the subject and has published at least five research paper on the concerned subject in standard journals of repute and has at least five years' experience.

OR

- iv. A Director/Scientist/professor/or an equivalent cadre in an organization of National/International repute not below the rank of an Associate professor of the University, working as regular employee and who has published at least five papers in peer reviewed standard journals of repute.

Provided that the persons who have been recognized as supervisor/co-supervisor shall be eligible to supervise and register under him/her even after their superannuation.

Provided also that the teacher in any college, which is now a constituent unit of this University and who has been recognized as supervisor/co-supervisor if they comply the requirement laid down for recognition as supervisor/co-supervisor.

Provided further that a person who is himself registered for Ph.D. degree of the University shall not be eligible to act as supervisor or member of any committee mentioned in this Ordinance.

- v. A person, who wants to get himself/herself recognized as a supervisor/co-supervisor, shall apply in the prescribed Performa, duly forwarded by Head/Principal/Director of his institution. The case will be put up before the RDC which will decide about the recognition.

27. Change of Supervisor

Only under special circumstances, the candidate may be allowed to change the supervisor by the Vice Chancellor on the recommendation of the committee, constituted by the Vice Chancellor for this purpose. No change in the topic of research will be permitted due to change of supervisor.

28. Six monthly report

The University shall obtain every six month a record of attendance, receipts of fee paid and progress report of the work of Research Scholar from his supervisor as per Appendix 4 which shall be scrutinized by the Dean of the Faculty.

Those candidates who fail to deposit fees the Vice Chancellor on the recommendation of the Dean of the Faculty may order the removal of the name of the scholar from the list of those registered for the PhD. Degree.

29. Summary of thesis and appointment of examiner

- a. The candidate shall submit seven copies of the summary of the thesis together with a list of research papers published or accepted for publication (in the peer reviewed standard journals of repute, as approved the University from time to time, through his/her supervisor to the Registrar about three months prior to the anticipated date of submission of thesis.
- b. The supervisor shall submit to the Registrar, in a sealed cover a panel of at least six names of examiners actively engaged in the concerned area of research not below the rank of Associate Professor of a University Teaching Department or college Professor, from outside the jurisdiction of this University. At least half of the name should be from outside the state. Name can also be included from outside the country. Another panel of at least six examiners, actively engaged in the concerned area of research and not below the rank of Associate Professor of a University Teaching Department or college Professor, from outside the jurisdiction of this University, shall be submitted by the Dean of Faculty in which the candidate is pursuing PhD.
- c. In case the candidate related to the supervisor, then the first panel of examiners shall be obtained from Head, University Teaching Department of the subject concerned, or a senior professor nominated by Vice Chancellor.

- d. The Vice Chancellor shall appoint two examiners out of two aforesaid panels, submitted by the supervisor and Dean, respectively. The consent of examiners shall be obtained by sending them the summary and list of publication.

Note: The summary of thesis shall be sent by post/ air mail/ email.

30. Pre Submission Defense Committee

- a. Prior to submission of the thesis, the candidate shall prepare a draft thesis and shall submit it in Soft and Hard copy in the prescribed format of the University.
- b. However prior to the submission of draft PhD. thesis and PSDC meeting, the candidate shall publish at least two research papers in the peer reviewed standard journal of repute, as approved by the University from time to time, in which the candidate is the sole author or of there are coauthors, then his/her name should be as first author. The reprint of such a paper along with reprints of other research papers published by him if any shall be appended inside the thesis at the end. If reprint has not been obtained till the time of submission of thesis, the acceptance letter along with the approved manuscript (i.e. preprint) shall be appended inside the thesis at the end.
- c. The candidate shall make a Pre- Submission Defense, based on that draft thesis, in the University Teaching Department in the subject or any place in the University premise fixed by the University for the purpose. Arrangement for this shall be made on a request from the candidate, duly recommended by the supervisor, to the University in the proforma given in Appendix 5.

31. Submission of thesis

- a. After getting an approval from PSDC as mentioned in para 15, the candidate can finalize his/her thesis.
- b. The finalized thesis shall be typed set on a computer using standard software like MS word or Latex. It shall then be typewritten only on one side of paper. It may then be photocopied (only on one side of the paper) for producing multiple copies.
- c. Submitted thesis will be accepted with the satisfactory Plagiarism report as decided by the Competent authority of the University
- d. The Candidate shall submit the thesis to the University as follows:
 - i. Three hard bound copies of the thesis, and
 - ii. Soft copy in the form of CD (in there copies)
- e. After the cover page, the forwarding letter/declaration/certificate mentioned in (a) (b) and (c) below must be given, must be added in the thesis.
 - i. Thesis should be forwarded by Head of the Department
 - ii. The thesis must be accompanied by a declaration from the candidate as per (Appendix 2) that the thesis embodies his/her owe work and he/she has worked under the supervisor at the approved place of work for the required period as per provisions of the Ordinance.
 - iii. The certificate from the Supervisor together with Co-supervisor, if any, as per Appendix 3.

Note:

- i. The Candidate shall also remit with the thesis, prescribed fee as the examination fee as prescribed by the University.
- ii. The no dues certificates from the place of work and the University library must be submitted along with the thesis.

32. Evaluation of thesis and viva-voce examination

- a. On receipt of the thesis, required fee and no dues certificates, the thesis shall be sent to the two examiners already consented
- b. The thesis to be accepted for the award of the Ph.D. degree must comply with the following conditions:
 - i. It must be a piece of research work characterized either by the discovery of the new facts or by a fresh approach towards the interpretation of fact. In either case. It should evince the candidate's capacity for critical examination and sound judgment.
 - ii. It must be satisfactory in point of language and presentation of the subject matter.
- c. The examiners shall categorically recommend in the prescribed Proforma (Appendix 07) acceptance, revision or rejection of the thesis. He shall also give detailed comments on the points spelt out in clause 20 of the Ordinance and also detailed comments on each chapter in the examiner's report, which should be typed on separate pages, in four copies. The examiner must also give a list of at least ten question; he wishes to be asked at the viva-voce examination.
 - i. The examiner's may seek clarification of the subject matter of the thesis from the supervisor through the Registrar. This provision will be incorporated in the letter to be sent to the examiners while sending the thesis.
 - ii. The Vice Chancellor may recall the thesis from an examiner, who fails to send the reports within three months of the date of dispatch of thesis or such other date as may be extended by the Vice Chancellor and appoint another examiner from the panels of examiners.
 - iii. If one examiner approves the thesis and the other rejects it or recommends for revision, the thesis shall be sent to the third examiner, drawn from the panel of examiners as constituted at para 18 by the Vice Chancellor, without the reports of earlier examiners, The third examiner shall be asked to give his/her opinion and his opinion shall be final.
 - iv. In case both the original examiners accept the thesis for the award of the Ph.D. degree or in the event of it being referred to the third examiner, and the third examiner accepts the thesis for the award of the Ph.D. degree, the candidate shall be called upon to appear at the viva-voce examination before a board of examiners comprising of the Supervisor, Co supervisor (if any) and one of two examiners, selected by the Vice Chancellor, who have accepted the thesis for the award of the Ph.D. degree. In case the candidate is related to the supervisor, then the Vice Chancellor shall appoint Head of Studies/Institution/Chairman Board of studies of the subject concerned to act as viva-voce examiner, in place of the Supervisor.

- v. The Supervisor/ Head University Teaching Department/Chairman Board of Studies of the subject concerned, as the case may be, shall be communicated the name of the external examiner appointed by Vice Chancellor to conduct the viva-voce examination. The same shall then contact the external examiner and fix up a date for viva-voce. The date fixed for the viva- voce shall be informed to the candidate and the Registrar. Provided that in special circumstances Vice Chancellor may appoint alternate viva-voce examiner from the panel of examiners, if both the external examiners are not in a position to conduct the viva voce examination.
- vi. The viva-voce examination shall be conducted at the University Teaching Department or at any place fixed by the University for the purpose. The date and time and place of open viva-voce examination shall be notified by the registrar on the University Notice board at least a week in advance. At the time of viva-voce examination, the board of examiners shall be provided the reports of the examiners, which shall be returned along with the report of viva-voce examination to the Registrar in confidential cover.
- vii. The candidate shall present the work embodied in the thesis before the board of examiners, members of faculty, research scholars and other interested person present in open viva. After the presentation of the research work the Board shall ask question together with those questions, which have been given along with examiners reports. Others in the audience can also ask question and the candidate shall replay only those question which are permitted by the external examiner.
- viii. In case the recommendations of the viva-voce examiners differ from that of the thesis examiner or there is difference of opinion between the viva-voce examiners, the candidate shall reappear at a second viva-voce examination within six months. Such candidates would be required to pay an additional fee as prescribed by the University for Second viva-voce Examination. The external examiner for second viva-voce examination shall be appointed by the Vice Chancellor as above. If the candidate fails to satisfy the viva- voce examiners a second time, his/her thesis shall be finally rejected.
- d. If the examiners recommend that the candidate be asked to revise/improve his thesis, the Vice Chancellor shall permit the candidate to resubmit his thesis not earlier than six months and not later than eighteen months, the period being counted from the date of the issue of orders to the candidate.
The candidate shall be provided examiners reports without disclosing the names of the examiners to enable him/her to improve the thesis on the basis of the reports. All the copies of the thesis shall also be returned to candidate.
- e. In case the candidate is allowed to resubmit the thesis he/she will have to pay the prescribed fee afresh at the time of resubmission but it shall not be necessary for him to reproduce any certificate of further attendance at the institution at which he/she carried out the work.
- f. The resubmitted three copies of the thesis must make clear mention about revised version.

The thesis shall be got examined as far as possible by the examiners who finally recommended for the revision.

In case a candidate is asked to revise the thesis under clause 32 iv.c if one of the examiners recommends again for revision of the revised thesis and the other accepts the thesis, the thesis shall stand rejected. If he accepts the thesis for the award, then the candidate shall be awarded the Ph.D. degree on successful viva voce examination as per provision of clause 32 iv.d of the Ordinance.

In case a candidate is asked to further revise the thesis by the third examiner, as per provisions laid down under para 32 iv.c, above thesis shall stand rejected. Second time revision is not permitted in any case and if so, the thesis shall automatically stand rejected.

Note-Whether a candidate has incorporated the minor revision/s suggested by the examiner/s shall be evaluated by Dean of the Faculty. Only after his satisfactory report, the viva-voce of the candidate shall be fixed.

33. Publication of thesis

- a. The thesis shall be published only with the permission of the University and such publication shall state on the title page itself that this was thesis approved for award of the Ph.D. degree of the University.

34. Award of Ph.D.

After the successful viva-voce, the Vice Chancellor shall have powers to issue Notifications for the award of Ph.D degree to the candidate and the matter shall be reported to the Board of Management for their approval in its forthcoming meeting. One copy of the thesis will be kept in the University Library and another copy will be kept in the Departmental Library of the institution where the research work was carried out; the third will be returned to the supervisor. Following the successful completion of the evaluation process an announcement of the award of Ph.D. the University shall submit a soft copy of the Ph.D thesis to UGC within a period of thirty days for hosting thesis in INFI NET accessible all University/Institution.

35. Reports of examiners

After the declaration of the result the successful candidates may be provided the copies of reports of examiners who recommended for the award of the degree on payment of fee prescribed by the University. The Reports will not disclose the identity of the examiners.

36. Withdrawal of degree

On detection of any irregularity or any plagiarism the University shall take suitable steps to withdraw the degree. Those candidates who have applied for registration but have not been registered before this Ordinance comes into force, shall be governed by the provision of this ordinance i.e. they will have to fulfill all the requirement, as laid down in this ordinance.

37. All areas not covered under this Ordinance will be subject to the approval of the Academic council of the University.

Appendix-1
PROFORMA FOR SYNOPSIS

1. Title of the thesis:
2. Introduction: Giving purpose of research(200 word)
3. A brief review of the work already done in the field.
4. Noteworthy contributions in the field of proposed work.
5. Proposed methodology during the tenure of the research work.
6. Expected outcome of the proposed work.
7. Reference in standard format.
8. List of published papers of the candidate.

Signature of the Supervisor

Date:

Signature of the Candidate

Date:

Signature of Co supervisor (if any)

Date:

Appendix-2 DECLARATION BY THE CANDIDATE

I declare that the thesis entitled

Is my own work conducted under the supervision of Dr.....

(Supervisor/Co-Supervisor) at.....

(Center)

Approved by Research Degree Committee. I have put in more than 200 days of attendance with supervisor at the centre.

I further declare that to the best of my knowledge, the thesis does not contain any part of any work which has been submitted for the award of any degree either in this University or in any other University without proper citation.

Signature of the candidate

Date:..... Place:.....

Appendix3 CERTIFICATE OF THE SUPERVISOR

This is to certify that the work entitled..... Is a piece of research work done by Shri/Smt./Ku..... Under my/our Guidance and Supervision for the degree of Doctor of Philosophy of Eklavya University, Damoh, M.P., India. I certify that the candidate has put in an attendance of more than 240 days with me.

To the best of my knowledge and belief the thesis:

- i. Embodies the work of the candidate himself/herself.
- ii. Has duly been completed.
- iii. Fulfill the requirement of the ordinance relating to the Ph.D. degree of the University: and

Signature of the Supervisor

Date:.....

Signature of the Co-Supervisor

Date:.....

Appendix-4 PROFORMA FOR Ph.D. PROGRESS REPORT

Six monthly progress report of the research work done for the period from..... To of the research scholar.

1. Name of the research scholar
2. Subject
3. Topic registered for Ph.D. Degree
4. Name of the Supervisor
5. Name of Co-supervisor(if any)

Description of the guidance on the topic period with dates the Candidates has been with the guide for research work (It may also indicate the date of leave availed by the candidate during the above period). Remarks of the supervisor on the work done by the candidate on topic.

Fees paid vide receipt No Date.....

Report-

Date:.....

Place:.....

(Signature of Head of institution where
the candidate was registered

for Ph.D.

degree)

Signature of the Supervisor

Address:.....

Date:.....

.....

Place:.....

.....

Appendix – 5
FORWARDING LETTER OF HEAD OF INSTITUTION

The Ph.D. thesis entitled

.....

.....

Submitted by Shri/Smt./Ku

Is forwarded to the University in three copies. The candidate has paid the necessary fees and there are no dues outstanding against him/her.

Name.....Seal.....

Date:.....

Place.....

.....

(Signature of Head of Institution where the candidate was registered for Ph.D. degree)

Signature of the Supervisor

Date:-.....

Address.....

Place:.....

.....

Appendix – 6
EXAMINERS REPORTS ON Ph.D. THESIS

Title of thesis.....

.....

.....

Name of candidate Shri/Smt./Ku

Subject:.....

Faculty.....

1. Thesis is recommended for the Award of Ph.D degree Yes/No

2. The thesis be revised on the Lines..... Detailed below.....

3. The thesis be rejected(Please write Yes/No, as the case may be)

Thesis requiring only minor revision/s should also be covered in the category and suitable remarks detailing minor revision/s required, is/are to be enumerated. ## Thesis requiring only major revision/s should be covered in this category and suitable remarks detailing the major revision/s required is/are to be enumerated

DETAILED REPORT

(The examiner is requested to attach detailed report in four copies, covering also the following points)

(a) It must be a piece of research work characterized either by the discovery of the facts or by a fresh approach towards the interpretation of facts. In either case it should evince the candidate's capacity for critical examination and sound judgment.

(b) It must be satisfactory in point of language and presentation of the subject matter.

Date :

Place :

(Signature of the Examiner)

Full Name & Address

.....

.....

Appendix – 7**PROVISIONAL CERTIFICATE REGARDING AWARD OF Ph.D. DEGREE**

This is to certify that vide notification no Dated.....
Of this University, the Board of Management has decided that the degree of Ph.D. in
.....(Subject) be awarded to
.....

The title of Ph.D. thesis is

.....

.....

.....

.....

.....

The Ph.D. degree has been awarded in compliance of the "University Grants Commission (minimum standards and procedure for award of M.Phil/Ph.D. degree) Regulation, 2009"

Registrar

Date:

परिनियम

भोपाल, दिनांक 26 दिसम्बर 2020

क्रमांक आर-197-सीसी-2020-अड़तीस.- मध्यप्रदेश निजी विश्वविद्यालय (स्थापना एवं संचालन) अधिनियम, 2007 की धारा 26 (1) के अनुक्रम में, एकलव्य निजी विश्वविद्यालय, दमोह के प्रथम परिनियम क्र. 01 से 48, राज्य शासन के निर्देशों के अनुसार अधिनियम, 2007 की धारा 35 अनुसार प्रकाशित किया जाता है. संस्था के उक्त परिनियम प्रकाशित होने की तारीख से प्रवृत्त होंगे.

प्रथम परिनियम क्र. 01 से 48

मध्यप्रदेश के राज्यपाल के नाम से तथा आदेशानुसार,
वीरन सिंह भलावी, अवर सचिव.

STATUTE – I

The University: Short Title, Commencement, Establishment, Jurisdiction Vision, Mission, Objectives and Functions

1. Short title, Scope and Commencement

- The "Statutes" means the Statutes of the Eklavya University, Damoh, Madhya Pradesh. Hereafter, the University means Eklavya University.
- This Statute may be called the Establishment of University: Vision, Mission, Objectives & Functions Statute, 2020.
- These Statutes shall come into force with effect from the date of Publication in the Official Gazette and the approval thereof, by the Higher Education Dept Govt of Madhya Pradesh and M.P. Private University Regulatory Commission.
- Each Statute is in accordance with the provisions of the Madhya Pradesh Niji Vishwavidyalaya (Sthapana Avam Sanchalan) Adhiniyam 2007. If there be any difference in the provisions of the Adhyadesh 2020 i.e Ordinances and Rules and Regulations, Statutes 2020, the provisions or the Rules of the Adhiniyam (Act) 2007 shall prevail.
- Nothing in these Statutes shall be deemed to debar the University from amending the Statutes subsequently according to the provision of Section 27 of the Adhiniyam, and the amended statutes, if any shall be applicable with immediate or retrospective or prospective effect, from such a date as prescribed in the notification.
- The Jurisdiction for Legal Matters: All matters pertaining to any act/law shall be the subject of the jurisdiction of District Court Bhopal, Madhya Pradesh.

2. Definitions: In this statute, unless the context otherwise requires

- 'State', 'State Government' and 'Government' shall mean, the Government of the State of Madhya Pradesh, India.
- 'Act' or 'Adhiniyam'. means, the Madhya Pradesh Niji Vishwavidyalaya (Sthapana Avam Sanchalan) Adhiniyam, 2007 (Madhya Pradesh Act 17 of 2007), as amended from time to time.
- 'Visitor' as prescribed in the Act 2007, means the Visitor of Eklavya University, i.e. His/ Her Excellency, the Governor of the State of Madhya Pradesh.
- 'Academic Council' means the Academic Council of Eklavya University, Damoh.
- "Admission Committee" means the committee responsible for planning, organizing and controlling the admissions to various programmes conducted by the University.
- 'Section', 'Sub-section' and 'Item' shall mean, Section of the Adhiniyam, Sub-section of the Section and Item of the Section or Sub-section respectively.
- 'Nyas' means, the Ojaswini Samdarshi Nyas, Damoh (Regd. Public Trust under Madhya Pradesh Public Trust Act 1951 No. 06/17.04.2000).
- 'Chancellor' means Chancellor of Eklavya University.
- 'Pro Chancellor' means Pro Chancellor/s of Eklavya University.
- 'Vice-Chancellor' means the Vice-Chancellor of Eklavya University.
- 'Pro-Vice-Chancellor' means, Pro-Vice-Chancellor of Eklavya University.
- 'Chief Finance and Account Officer' means the Chief Finance and Account Officer of Eklavya University.

- m. 'Dean of Faculty or School' means the academic head of the Faculty or School of the University.
- n. 'Convocation' means the convocation of Eklavya University.
- o. 'Course(s)' means prescribed area(s) or course(s) of study or programme(s) and/or any other component(s) leading to the conferment or award of degree, diploma, certificate or any other academic distinction or title of the University.
- p. 'The University' means, the Eklavya University, Damoh, established and incorporated by under State Act.
- q. 'Governing Body' means the Governing Body of the Eklavya University constituted as per the act.
- r. 'Board' means, the Board of Management of the Eklavya University.
- s. 'Board of Studies' means the Board of Studies of all the subjects in different Faculties/Schools.
- t. 'School/ School of Studies' means, the various schools or study/ disciplines of study, of the Eklavya University.
- u. 'Department' means a Department of Studies and includes Centre of Studies of the University under a School of Study.
- v. 'Registrar' means the Registrar of Eklavya University, Damoh.
- w. 'Dean' means, Head of a school of the University.
- x. 'Teacher' means, teaching member of the University as defined by the UGC.
- y. 'Student' means a person enrolled in the university for pursuing a course of study for the award of a degree, diploma, certificate or other academic distinction
- z. 'Academic Year' means a period of twelve months, devoted to completion of requirements specified in the scheme and curriculum of the concerned course(s) and apportioned into "semesters" as stipulated in the Ordinance.
- aa. 'Administrative Officer' (AO) means an officer looking after the day-to-day administrative work of the Eklavya University, Damoh.
- bb. 'Decided by the University/University may decide/ Decision of the University' means as decided by the Vice-Chancellor with the approval of the Chancellor/ her nominee.
- cc. 'Employee' means any person working on the payroll of the University.
- dd. 'Endowment/Corpus Fund' means the endowment/corpus fund of University. An investment fund set up by University/ Individual/Group of persons/ Body for the purpose of establishing the Chair, award of fellowships etc. as laid down in the respective Statutes/ Ordinances/ Regulations.
- ee. 'School/Faculty' means the School/ Faculty of the University (the various Academic Schools) headed by the Dean where course(s) of study of similar nature or programme(s) and / or any other component(s) are taught leading to the conferment or award of degree, diploma, certificate or any other academic distinction or title of the University.
- ff. 'Hostel' means a unit of residence for students of the University maintained or recognized by the University in accordance with the provisions of the Statutes.

- gg. 'Other Backward Classes' mean, the communities, castes and tribes notified by the State Government from time to time under Article 15(4) and Article 16(4) of the Constitution.
- hh. 'Scheduled Caste' means the Scheduled Castes notified under Article 341 of the Constitution of India.
- ii. 'Scheduled Tribes' mean the Scheduled Tribes notified under Article 342 of the Constitution of India.
- jj. 'Sponsoring Body' in relation to Eklavya University means Ojaswini Samdarshi Nyas," Damoh, a Registered Public Trust under Madhya Pradesh Public Trust Act 1951.
- kk. 'Board of Studies' means Board of Studies of the Eklavya University.
- ll. 'School of Studies' means an institution maintained by Eklavya University as a place of higher learning and research.
- mm. 'Fee' means the collection made by Eklavya University from the students by whatever means it may be called.
- nn. 'Higher Education' means study of curriculum or course for knowledge beyond 10+2 level.
- oo. 'National Assessment and Accreditation Council' (NAAC) means a statutory body of autonomous institution of the University Grants Commission, situated at Bangalore.
- pp. 'Ordinances' means Ordinances of Eklavya University, Damoh.
- qq. 'Qualification' means Degree or Diploma, or any other qualification awarded by Eklavya University, Damoh.
- rr. 'Regulatory Commission' means the Madhya Pradesh Private University Regulatory Commission established under section 36 of the Madhya Pradesh Act, 2007.
- ss. 'Regulatory Council' means the All India Council for technical Education (AICTE) established under the All India Council for technical Education Act, 1987 (52 of 1987), the Bar Council of India (BCI) constituted under Section 4 of the Advocates Act, 1961 (25 of 1961), the Council of Architects (COA) established under the Architects Act, 1972 (20 of 1972), the Paramedical Council of Madhya Pradesh established under the Madhya Pradesh Sah Chikitsiya Parishad Adhiniyam, 2000 (No. 1 of 2001) or the Pharmacy Council of India (PCI) constituted under the Pharmacy Act, 1948 (8 of 1948), the Indian Nursing Council (INC) constituted under the Indian Nursing Council Act, 1947 (48 of 1947), the Central Council of Indian Medicine constituted under the Indian Medicine Central Council Act, 1970 (48 of 1970), the Central Council of Homeopathy constituted under the Homeopathy Central Council Act, 1973 (59 of 1973), National Council for Teacher Education (NCTE) established under the National Council for Teacher Education Act, 1993 (73 of 1993), the Central Council of Yoga and Naturopathy established as an autonomous body under the Department of Ayush, Ministry of Health and Family Welfare, Government of India, the Indian Council of Agriculture Research (ICAR) established as a Registered Society under the Department of Agriculture, Research and Education, Ministry of Agriculture, Government of India and National Council of Rehabilitation of India established under the provisions of the National Council of Rehabilitation of India Act, 1992 (34 of

- 1992) or any other Central or a State Government for laying down the norms and conditions for ensuring standards of higher Education from time to time as the case may be.
- tt. 'UGC' means University Grants Commission, a statutory body set up by the Government of India through an Act of Parliament for the coordination, determination and maintenance of standards of Higher education in India, established in November 1956.
- uu. 'Regular Education' means and includes delivering instruction, teaching, learning, education, and related activities directly by the teacher synchronously to students in the classes supported by teaching, learning and related activities online from the campus to the regular students of the University.
- vv. 'Research Degrees' the Degree of Ph.D or any other Degree awarded under UGC (Minimum Standards and Procedure for Awards of M.Phil./Ph.D. Degree) Regulation, and its amendment from time to time.
- ww. 'Skill Development' means the Skill or Vocational Training imparted to the Students for the purpose of their Skills or knowledge to Train for the vocational up brining as per the Provisions of the National Skill Development Council or the University Grants Commission Guidelines for providing Skill Based Education under National Skill Qualification Framework.
- xx. 'Memorandum of Understating (MoU)' means a Memorandum of Understanding with any other Universities (Foreign or National), Institutions (Foreign or National), Academic Bodies (Foreign or National), Industries (Foreign or National) or Organizations (Foreign or National) for enhancing and imparting the Higher Education in collaboration with University.
- yy. 'Rules and Regulations' means the Rules and Regulations framed by the Board of Management of the Eklavya University for its Governance.
- zz. 'Scheme and Curriculum' means and includes nature, duration, pedagogy, syllabus, eligibility and such other related details (by whatever name it may be called) for the concerned course(s) of the University.
- aaa. The terms 'she', 'her' and 'hers' include the masculine gender also.
- bbb. Words and expressions used but not defined in the Statutes shall have the meaning assigned to them in the Adhiniyam 2007.

3. ESTABLISHMENT

- g. Whereas the Government of Madhya Pradesh has enacted Madhya Pradesh Niji Vishwavidyalaya (Sthapana Avam Sanchalan) Adhiniyam 2007.
- h. Whereas the Sponsoring Body (Ojaswini Samdarshi Nyas, Damoh (OSN) applied to the Government of Madhya Pradesh for sanction to establish a Private University, and
- i. Whereas the Government of Madhya Pradesh under Section 9 of the Adhiniyam 2007 has granted permission for the same under **Madhya Pradesh Niji Vishwavidyalaya (Sthapana Avam Sanchalan) Sanshodhan Adhyadesh 2020 (no. 14 of 2020)** and notified vide M.P. Gazette notification No. 11295—204-21-asadharan (pradhikar) se prakashit dated 26th September 2020.

- j. Whereas the Sponsoring Body under Section 16 (1) of Adhiniyam 2007 having appointed Chancellor of the University.
- k. Whereas the Sponsoring Body under Section 22 (1) of the Adhiniyam 2007, having nominated the Chairperson and Members of the Governing Body, and
- l. Whereas the Chancellor and the Sponsoring Body under Section 17 (1), 18 (1), 19(1), 22(1) and 23 (1) (as applicable) of the Adhiniyam, 2007 having appointed the First Vice-Chancellor, Registrar and the Chief Finance and Accounts Officer and also having nominated Members to the First Board of Management and the First Academic Council.
- m. Whereas these officers and Members of the Authorities having assumed charge of their respective posts, and
- n. Whereas the Sponsoring Body having decided to name the University as EKLAVYA UNIVERSITY (English) and EKLAVYA VISHWAVIDHYALAYA (Hindi), with headquarters at Damoh and has been incorporated with effect from 26th September 2020 with the Vision, Mission and Objectives as laid down in this Statute, and
- o. Whereas in exercise of the powers conferred by Section 26 sub section (2) of the Adhiniyam, 2007 (17 of 2007), the Governing Body of the Eklavya University, Damoh make their first Statutes and notifies that these shall come into force from the date of Publication in the Official Gazette and apply to all the educational institutions of the University whether teaching, training, providing consultancy or conducting research.

4. BODY CORPORATE

- p. As Body Corporate: Eklavya University shall be competent to acquire and hold property, both movable and immovable, to lease, sell or otherwise dispose of any movable or immovable property, which may vest in it or be acquired by it for the purpose of the University, and to contract and do all other things necessary for the purposes of the Adhyadesh.
- q. In all suits and other legal proceedings by or against the University, the pleadings shall be signed and verified by the Registrar or any other person authorized in this behalf and all processes in suits and proceedings shall be issued to and served on the Register.
- r. The University will have perpetual succession.
- s. The headquarter of the University shall be located at Damoh.

5. SEAL OF THE UNIVERSITY

- t. The University shall have a common seal to be used for the purpose of the University and the design of the seal shall be as decided by the University, subject to further change or amendment as deemed necessary from time to time.
- u. The University may also decide to make use of such Flag, Anthem, Insignia, Emblem and other symbolic or graphic expressions, abbreviations or likewise, for such purposes as deemed necessary from time to time, and which are not of such nature that are not permitted by the State or the Central Government.

- v. The Common Seal of the University shall remain in the effective custody of the Registrar and its uses will be monitored.

6. VISION

- w. To bring quality higher education within the reach of every career-oriented individual who is aiming to achieve excellence in education, research and innovation for the enhancement of knowledge.
- x. To create and disseminate knowledge through research and creative inquiry, teaching, and learning, and to transfer our intellectual knowledge base to enhance the ideology of the Trust in meaningful and sustainable ways.
- y. To serve our students by teaching them problem solving, leadership and teamwork skills, and the value of commitment to quality, ethical behaviour, and respect for others
- z. To create a diverse University community, open to the exchange of ideas, where discovery, creativity, and personal and professional development is encouraged and can flourish.
- aa. To equip every student with the required social and technical skills to achieve the objective of knowledge transfer and employment generation.
- bb. To contribute to the social fabric and economic health of the rapidly growing and evolving world, by enhancing and facilitating economic empowerment, providing equal opportunities to all, creating opportunities for employment generation (both directly and through education), and contributing to the overall sustainable development of the Region, State and the Country as a whole.

7. MISSION

"EKLAVYA UNIVERSITY", aims to transform lives and communities through learning.

8. OBJECTIVES

The main objective of the University is to provide high quality comprehensive education, training, and research opportunities which are compatible with the changing needs of students and the industry. The University aims at achieving sustainable developmental goals as well as fulfil millennial goals. The University's key objectives are to enhance and facilitate economic empowerment, provide equal opportunities to all, create opportunities for employment generation (both directly and through education), and contribute to the sustainable development of the Region, state and the country.

Through its academic programmes, the University aims to prepare its students for the challenges of life and hopes to empower them to meet the challenges of a rapidly changing industrial landscape. The University is dedicated to providing world class infrastructure, faculty, staff, and opportunities to students, which will help them develop potential for scholarship, creative work, professional realization, research, and most importantly employment.

The broad objectives of the University are as mentioned below:

- a. To provide instruction, teaching and training in higher education, vocational and professional education and make provisions for research, innovation, advancement and dissemination of knowledge.
- b. To develop as a multidisciplinary institution of higher learning that offers undergraduate and graduate programmes, with high quality teaching, research, and community engagement.
- c. To provide consultancy to the industry and public organizations.
- d. To establish new institutions and courses as per the need of the society and community.
- e. To award degrees, diplomas, certificates and other academic distinctions on the basis of examination or any other method of evaluation.
- f. To collaborate with other Universities, Research Institutions, Government and Non-Government organizations and Industries towards the fulfilment of the objectives of the University.
- g. To provide meaningful learning opportunities to students.
- h. To set up collaborative provisions with National/International Universities to enable students of the University to leverage the advantages of faculty and students exchange, dual degree options and semester abroad programmes.
- i. To pursue any other objectives as may be approved by the Sponsoring Body (Ojaswini Samdarshi Nyas, Damoh).
- j. To recognize, identify, and fostering the unique capabilities of each student, by sensitizing teachers as well as parents to promote each student's holistic development in both academic and non-academic spheres.
- k. To provide flexible teaching and learning, so that learners have the ability to choose their learning trajectories and programmes, and thereby choose their own paths in life according to their talents and interests.
- l. To create Centres of Excellence for research and development and for sharing knowledge and its application.
- m. To provide emphasis on conceptual understanding rather than rote learning and learning-for-exams.
- n. To provide creativity and critical thinking to encourage logical decision-making and innovation.
- o. To cater life skills such as communication, cooperation, teamwork, and resilience.
- p. To synergizing in curriculum across all levels of education from inception to higher education.
- q. To inculcate a 'light but tight' regulatory framework to ensure integrity, transparency and resource efficiency of the educational system through audit and public disclosure while encouraging innovation and out-of-the-box ideas through autonomy, good governance and empowerment.
- r. To motivate and conduct outstanding research as a corequisite for outstanding education and development.
- s. To inculcate a sense of pride in our country Bharat, and its rich, diverse and ancient culture and knowledge systems and traditions.
- t. To teach that education is a public service; access to quality education must be considered a basic right of every people of all age, sex and creed.

- u. To maintain the standards of degrees, diplomas, certificates and other academic distinctions in accordance with the norms laid down by the University Grants Commission and the related regulatory body or regulatory council for the fulfilment of the objectives of the National Education Policy 2020.
- v. To pursue any other objective as may be approved by the State Government based on the recommendations of the Regulatory Commission from time to time.
- w. To ensure that academic distinctions are not lower than those laid down by the Regulatory Councils such as the AICTE, NCTE, UGC, PCI, INC, ICAR, etc.

Goals

In fulfilling its mission, the University aims to adopt the following four umbrella goals:

Student Development

- a. To produce a creative and technically strong critical thinkers.
- b. To provide a strong foundation of knowledge and skills.
- c. To increase student's preparedness to be leaders and innovators in industry and academia.
- d. To provide educational and non-educational opportunities personality development of students.
- e. To develop strong interpersonal and communication skills.
- f. To develop responsible citizenship through awareness of ethical values.
- g. To instil qualities of – adaptability, accountability, dedication, innovation.
- h. To focus on long term growth and development with a sustainable personal and community development.

Excellence in Education

- a. To create and sustain a culture of excellence in learning and teaching across all academic departments.
- b. To promote the development of pedagogical innovations and introduce new approaches to learning and teaching.
- c. To collaborate with institutions to globalise education and encourage knowledge exchange between the University and its peers, as well as with the industry.
- d. To provide an excellent student experience for all University students.
- e. To foster an atmosphere of intellectual excitement and curiosity.
- f. To design a robust educational programme including current and cutting-edge skills in tune with industry requirements to ensure employment.
- g. To achieve excellence in application-oriented research so as to contribute to the development of the region, nation and the world at large.
- h. To strengthen the infrastructure for research and scholarship by building research laboratories and other shared research facilities and by establishing excellent library facilities for the students.
- i. To promote awareness and realization of the importance of education and research in achieving a competitive edge.

- j. To ensure that academic distinctions are not lower than those laid down by the All India Statutory Bodies such as the AICTE, NCTE, UGC, INC, COA, ICAR, AIPC, etc.

Employability

- cc. To provide various exciting and rewarding career opportunities via placements and campus drives.
- dd. To support industry relations and develop networking opportunities.
- ee. To ensure that our students develop knowledge and skills that will equip them to be employed in the best organisations at the national and international level.
- ff. To use a variety of modern mechanisms to adopt appropriate new technologies and methodologies.
- gg. To relate fundamental concepts to practical applications and provide students with the necessary skills to function as responsible professionals.
- hh. Support students in achieving their career goals by providing appropriate in classroom and practical training opportunities.

Contribute to the health and welfare of the region

- a. To act as a major employer within the region, and by equipping students with the appropriate knowledge and skills, increase employability for them.
- b. To change the 'face' of Bundelkhand through development of the Campus, creating a vibrant feel to the area and contributing to the increased demand in housing, schools and community amenities.
- c. To address societal challenges including education, health, cultural welfare and community amenities.
- d. To act as agents of social mobility, play a crucial role in creating an intellectual milieu where people can engage in knowledge and skills creation without social, economic or cultural barriers.
- e. To pursue all other objectives as may be approved by the Sponsoring Body (Ojaswini Samdarshi Nyas, Damoh).

9. FUNCTIONS OF THE UNIVERSITY

Subject to provisions of the Adhinyam and the Rules and such conditions as may be prescribed by the Statutes, Ordinances and Regulations, the University shall perform the following functions:

- ii. To provide infrastructure and finances to the constituent Institutions of Eklavya University.
- jj. To provide for instructions, teaching and training in such branches of learning and courses of study as it may think appropriate and make provisions for dissemination of knowledge and research;
 - i. To conduct examinations, grant and confer degrees, diplomas, certificate and/or other academic distinctions on persons who;
 - have pursued, a course of study in the University or in any college, unless exempted therefrom in the manner prescribed by the Statutes,

Ordinances or Regulations and have passed the examinations prescribed by the Statutes, Ordinances and Regulations.

- have carried on research under conditions prescribed by the, Statutes or Ordinances.

- kk. To confer honorary degree or other distinctions on persons in the manner prescribed by the Statutes;
- ll. To co-operate and collaborate with other Universities, Institutions and authorities (in India and Abroad) in such manner and for such purposes as the University may from time to time determine;
- mm. To constitute committees for admission, fee fixation and various other purposes;
- nn. To institute and award fellowships, scholarships, studentship, stipends, medals, prizes and travel grants;
- oo. To maintain and administer colleges, laboratories, libraries, museums, printing press, institutes of research, institutes of academic and administrative training and other institutions/organizations necessary to carry out the objectives of the University;
- pp. To maintain hostels and messes for students and residents as per requirement and need of University;
- qq. To make arrangements for promoting the health and general welfare of the students of the University;
- rr. To determine, collect, demand and revise fees and other charges as may be prescribed by the Statutes, Ordinance and Regulations;
- ss. To create administrative, ministerial and other necessary non- teaching posts through Statutes;
- tt. To accept, hold and manage any endowments, donations or funds which may become vested in the University for the purpose of the University by way of grants, donations, testamentary disposition or otherwise and invest such endowments, donations and funds in a manner that may be in the uppermost interest of the University;

Provided that, donations from a foreign country, foreign foundation or from any person in such country shall be accepted by the University save within the provisions of any Central or State Government law/s.

Provided such endowments, donations or funds are accepted with prior specific approval of Sponsoring Body or Chancellor.

- uu. To undertake publications or work of merit, research and general knowledge;
- vv. To admit students in University teaching Departments, School of Studies or constituent institutions either directly or through Conduct of Common Entrance Test and / or through any authorised manner;
- ww. To maintain such bodies as are declared by Statutes to be the Authorities of the University;
- xx. To make grants from the funds of the University for;
 - i. Physical education and training;
 - ii. Seminars, workshops and other academic activities
 - iii. Cultural, Recreation, Sports and Athletic activities
 - iv. Research, innovation and capability building activities

- v. Other activities as recommended by the Governing Body of the University.
- yy. To establish Centre of Excellence of Eklavya University through Wi-fi campus, e-governance, e-education, e-library, etc. through state-of-the-art technologies prevalent from time to time.
- zz. To establish and recognize non-teaching and teaching Research Centre to augment advanced research activities.
- aaa. To encourage implementation of Innovative teaching and learning Methodology.

10. STRUCTURAL HEIRARCHY AND POSITIONS

- a. Sponsoring Body
- b. Chancellor
- c. Pro Chancellor
- d. Governing Body
- e. Board of Management
- f. Vice Chancellor
- g. Pro Vice Chancellor
- h. Academic Council
- i. Standing Committee of Academic Council
- j. Dean of Faculty
- k. Registrar
- l. Chief Finance and Account Officer
- m. Board of Studies
- n. Dean Student Welfare
- o. Director/ Head of Teaching department/Centre of studies

11. UNIVERSITY OPEN TO ALL CLASSES OF PERSONS

The University shall be open to all persons of any sex and any race, creed, caste or class or any religion including NRI, PIO or foreign nationals

12. RESEARCH IN THE UNIVERSITY

The University shall establish, facilitate, promote research activities in the constituent institutions and award degrees, recognitions and certificates and also publish research papers, books, monographs, magazines and other periodicals.

13. FIRST STATUTES

These Statutes, on the subject enumerated against each below, shall be called the First Statutes of the Eklavya University, Damoh and shall come into force with effect from the date of Publication in the Official Gazette.

Statute 1: Short Title, Commencement and Jurisdiction

Statute 2: The University: Establishment, Vision, Mission, Objectives and Functions

Statute 3: Chancellor: Appointment, Powers & Duties

Statute 4: Pro Chancellor/s: Appointment, Powers & Duties

Statute 5: Vice-Chancellor: Appointment, Powers & Functions

Statute 6: Pro-Vice-Chancellor: Appointment, Powers & Duties

- Statute 7: Governing Body: Constitution, Powers & Functions
Statute 8: Board of Management: Constitution, Powers & Functions
Statute 9: Registrar: Conditions of Service, Powers & Duties
Statute 10: Chief Finance & Accounts Officer (CFAO): Function & Duties
Statute 11: Academic Council: Constitution, Powers & Functions
Statute 12: Standing Committee of the Academic Council
Statute 13: The Finance Committee
Statute 14: Examination Committee
Statute 15: Schools of the University
Statute 16: Dean of the Faculty
Statute 17: Constitution of Faculty
Statute 18: Board of Studies
Statute 19: Students Council
Statute 20: Appointment of the teachers of the University
Statute 21: Dean of Students Welfare
Statute 22: Categories of the Non-Teaching Employees
Statute 23: Other Officers of the University
Statute 24: Conferment of Honorary Degrees and Academic Distinctions
Statute 25: Provision Regarding Fee to be Charged from the Students
Statute 26: Administration of Endowment/Corpus Funds for the Award of fellowships, Scholarships, Medals and Prizes in the University
Statute 27: Convocation
Statute 28: Admission of Students
Statute 29: Annual Report
Statute 30: Resignation
Statute 31: Action against Teachers
Statute 32: Action against Non-Teaching Employees
Statute 33: Appointment of Examiners
Statute 34: The Proctorial Board
Statute 35: Creation of New Authorities
Statute 36: Committees/Boards of the University
Statute 37: Departmental Council – Composition, Duties & Functions
Statute 38: The Planning and Development Board
Statute 39: The Board of Affiliation
Statute 40: Recognition Committee – Constitution & Functions
Statute 41: Representation of Female Faculty in the Board of Management
Statute 42: Creation of Centers, Cells and Committees for Quality Education and Accreditation Processes
Statute 43: Creation of Chairs
Statute 44: Selection Committee for Non-Teaching Positions
Statute 45: Procedure of Appointment
Statute 46: Conditions of Service of Employees
Statute 47: Terms & Conditions of Service and Code of Ethics for teachers and Other Academic Staff of the University
Statute 48: Tribunal Arbitration
Statute 49: Naming of the Institutions, Buildings or Academic Blocks, etc.
Statute 50: University Fund

14.ADHINIYAM TO PREVAIL

In case of any inconsistency in the Statutes, Ordinances, Regulations or Rules made there under the provisions of the Adhiniyam 2007 shall prevail.

15.PROTECTION OF ACTS DONE IN GOOD FAITH

No suit or other legal proceeding shall lie against and no damages shall be claimed from, the University, or its Authorities, Bodies or Officers for anything which is done in good faith done or intended to be done in pursuance of the Adhiniyam, the Statutes, Ordinance, Regulations or Rules made there under.

16.VACANCIES NOT TO INVALIDATE THE PROCEEDINGS OF ANY AUTHORITY OR BODY OF UNIVERSITY

No act or proceedings of any authority or body of the University shall be invalidate merely by reason of any vacancy or defect in the constitution thereof.

STATUTE – 2**Chancellor: Appointment, Powers & Duties (Refer Section 16 of the Act)**

1. The Chancellor shall be the Head of the University and by virtue of his/her office shall be the Chairperson of the Governing Body. In the absence of the Visitor, the Chancellor shall preside over the Convocation of the University for Conferring Degrees, Diplomas and other Academic Distinctions.

2. APPOINTMENT

- a. In accordance with the Act of the Private Universities, the Chancellor shall be appointed by the Sponsoring Body with the approval of the Visitor.
- b. The name of the proposed Chancellor shall be finalized in the meeting of the Sponsoring Body of the University by simple majority. Further, the finalized name along with the copy of resolution and the credentials of the proposed Chancellor shall be submitted to the Government of Madhya Pradesh, for the approval of the Visitor. Once the approval of the Visitor is received, the Sponsoring Body will appoint the Chancellor of the University.

3. POWERS & DUTIES

The Chancellor shall be the Head of the University and by virtue of his office shall be the Chairperson of the Governing Body and shall exercise powers as specified in Section 16 of the Act. Some of the important powers and functions are mentioned below:

- a. It shall be duty of the Chancellor to ensure that the Act, the Rules, the Statutes, the Ordinances and the Regulations are faithfully observed.
- b. Chancellor shall preside over the meetings of the Governing Body and shall, when the Visitor is not present, preside over the convocation of the Eklavya University for conferring degrees, diplomas or the academic distinctions.
- c. The Chancellor shall be entitled to receive honorarium, expenses and allowances as may be decided by the Sponsoring Body.
- d. To exercise general control over the affairs of University
- e. To appoint and remove the Pro-Chancellor, Vice-Chancellor, Pro-Vice-Chancellor, Registrar, Controller of Examination, Chief Finance & Accounts Officer.
- f. The Chancellor may call for any papers or information relating to the affairs of the University and for reasons to be recorded, refer any matter for reconsideration to any officer or authority of the University that has previously considered such matter.
- g. The Chancellor may by an order in writing, annul any proceedings of any officer, authority, committee, or body of the University, constituted by or under this Act, which is not in conformity with this Act, the Statutes, the Ordinances, or the regulations.
- h. To call for any information or record relating to any affairs of the University.
- i. The Chancellor may issue directions to Vice Chancellor to convene the meeting of any of the authorities of Eklavya University, Damoh, for specific purposes, whenever necessary and the Vice-Chancellor shall arrange to submit the

minutes of such meetings to Chancellor for his/her perusal and necessary action as warranted.

- j. The Chancellor at his/her discretion may examine and accord approval to policy decisions taken by the competent and designated authorities of University, as and when required.
- k. All such other powers as may be conferred by the Act, Statutes and Ordinances.

4. TENURE

- a. The Chancellor shall hold office for a period of five years and shall be eligible for reappointment, with the approval of visitor.
- b. In case of an emergency like illness, absence or death of the Chancellor, the Pro Chancellor or Vice-Chancellor, whosoever is recommended by the Sponsoring Body will hold office, till the Chancellor resumes his/her office or the new Chancellor is appointed. However, this period will not exceed six months.

5. RESIGNATION / REMOVAL

The Chancellor may submit his/her resignation to the Visitor in writing through the Sponsoring Body. In this case, the Sponsoring Body shall recommend to the Visitor, a new name for the office of the Chancellor as per clause (1) of this statute.

STATUTE – 3**Pro Chancellor: Appointment, Powers & Duties****1. APPOINTMENT**

- a. The Pro Chancellor/s shall be appointed by the Sponsoring Body with the approval of the Chancellor. The name of the proposed Pro Chancellor/s shall be finalized in the meeting of the Sponsoring Body of the University by simple majority. Further, the finalized name along with the copy of resolution and the credentials of the proposed Pro Chancellor/s shall be signed by the Chancellor of the University for his/her approval.
- b. The number of Pro-Chancellor/s can be a maximum of two, as decided by the Sponsoring body. Pro-Chancellor/s shall be selected & appointed by Chancellor from amongst following:
 - i. Nominee/s of Sponsoring Body
 - ii. Knowledgeable person/s of integrity, stature, experience and proven ability in the field of education/administration.

2. Powers & Functions

- a. Pro-Chancellor/s shall be appointed on terms, conditions & such privileges as determined by Chancellor.
- b. Pro-Chancellor/s shall be deemed to be an officer of the University. He/ she/ they shall exercise all the powers and perform all functions of Chancellor during latter's absence. Pro-Chancellor/s shall preside all meetings /ceremonial functions when Chancellor is not present.
- c. Pro-Chancellor/s shall exercise such power and perform such other function as may be delegated by Chancellor.

3. Tenure

- a. The Pro Chancellor/s shall hold office for a period of five years and shall be eligible for reappointment.

4. Resignation / Removal

- a. Pro-Chancellor/s may resign his/her/their appointment by a submission in writing to Chancellor under his/her/their signature.
- b. If for certain reasons Chancellor decides the act of Pro Chancellor are not in favour of University and against Act/Statutes/ Ordinance and Regulations. He may issue removal of Pro Chancellor after giving a chance of hearing. The matter should be reported to Sponsoring Body. He will appoint the new Pro Chancellor as required, as per clause (1) of this statute.
- c. In both the above cases, the Sponsoring Body shall recommend to the Chancellor, a new name for the office of the Pro Chancellor as per clause (1) of this statute.

STATUTE – 4**Vice-Chancellor: Appointment, Powers & Functions**

1. The Vice - Chancellor shall be the Principal Executive and Academic Officer of the University and shall exercise general superintendence and control over the affairs of the University and shall execute the decisions of various authorities of the University.
2. **APPOINTMENT OF VICE-CHANCELLOR**
 - a. The Vice - Chancellor shall be appointed by the Chancellor from the panel of at least three eminent persons (written in the alphabetical order) recommended by the Selection Committee constituted under Section 17 of the Act. The selected person should fulfill all the norms as prescribed by the UGC from time to time.
 - b. The Selection Committee, while preparing a panel shall give due considerations to the academic excellence, exposure to higher education system in the Country and abroad, and adequate experience in academic and administrative governance of the candidates.
 - c. The Selection Committee shall be constituted by the Chancellor as per Section 17 (2) of the Act and accordingly following shall be the members:
 - i. two eminent academicians nominated by the Sponsoring Body; and
 - ii. one eminent person nominated by the State Government.
 - d. The Chancellor shall appoint one of the members of the Selection Committee as Chairman.
 - e. The selection committee shall submit a panel of at least three eminent persons for the appointment of Vice-Chancellor.
Provided that if the Chancellor does not approve the recommendations of the 'selection committee', he may call for fresh recommendation from it (the selection committee).
 - f. Notwithstanding anything contained in the foregoing sub sections, the Chancellor may appoint the first Vice - Chancellor for a period of two years to conduct the affairs of the newly established University; provided that the appointed person fulfills the eligibility criterion as prescribed by the UGC.
 - g. Provided further that, on the expiry of his term, the Vice- Chancellor shall be eligible for reappointment for one more term. The proposal for reappointment of the Vice-Chancellor shall be considered by the Governing Body at least three months before the expiry of his term, and if approved by the Governing body, the proposal shall be sent to the Chancellor for his approval. After Chancellor's approval, the Vice-Chancellor will be reappointment by the Chancellor for another term.
3. **TENURE**
 - a. The tenure of the founder Vice - Chancellor shall be of Two (2) years and that of the subsequent Vice - Chancellors shall be of Four (4) years as defined in the Section 17(6) of the Act. However, the Vice - Chancellor

may continue to hold office for a period of additional six months or till a new Vice - Chancellor joins, whichever is earlier.

- b. Under unavoidable circumstances, if the post of the Vice - Chancellor falls vacant, the Chancellor shall appoint the Vice - Chancellor for an interim period of maximum six months and he shall exercise all the powers vested with the Vice - Chancellor. During this period, the new Vice - Chancellor shall be appointed, adopting the procedure as laid down above.
- c. The conditions of services and age of retirement of the Vice-Chancellor shall be as prescribed in the Acts and in conformity with the Regulations of the UGC. Provided that, he shall not hold the office after attaining the age of 70 years.

4. POWERS & FUNCTIONS

- a. The Vice - Chancellor shall be the ex-officio Chairman of the Board of Management, the Planning Board and the Finance Committee; and ex-officio Chairman of the Academic Council and the Board of Affiliation. It shall be the duty of the Vice - Chancellor to administer the University according to the Act, the Statutes, the Ordinances and the Regulations.
- b. The Vice-Chancellor shall preside at the convocation of the University in the absence of the Visitor and the Chancellor.
- c. Vice-Chancellor may be present at, and address, any meeting of any other authority or any other body of the University but he/she shall not be entitled to vote there unless he/she is a member of such authority or body.
- d. If in the opinion of the Vice - Chancellor, the decision of any authority of the University is not in conformity with the powers conferred by the Act, Statutes, Ordinances or Regulations made there under or is likely to be prejudicial to the interests of the University, he shall request the concerned authority to revise such decisions wholly or partly or fails to take any decision within fifteen days, then such matters shall be decided by the Chancellor.
- e. If in the opinion of the Vice - Chancellor it is necessary to take immediate action on any matter for which the powers are conferred on any other authority by or under the Act, he may take such action as he deems necessary, and shall at earliest opportunity thereafter report his action to such officer or authority as would have in the ordinary course dealt with the matter.

Provided that if in the opinion of the concerned officer or authority, such action should not have been taken by the Vice - Chancellor, then case shall be referred to the Chancellor, whose decision thereon shall be final.

Provided further that where any action taken by the Vice-Chancellor affects any person in the service of the University, such person shall be entitled to prefer, within three months from the date on which such action was communicated to him, an appeal to the Governing Body and the decision of the Governing Body shall be communicated to the person concerned within three months from the date of appeal. The Vice-Chancellor shall exercise such powers and perform such duties as may be prescribed by the Act, Statutes, Ordinances and Regulations of the University.

- f. The Vice-Chancellor shall be responsible for close coordination and integration of teaching, research and other work and shall exercise such other powers as may be prescribed by the Statutes or Ordinance.
- g. The Vice Chancellor shall be responsible for presenting to the Governing Body for its deliberations and consideration, matters of concerns to the University. He/She shall have powers to convene the meeting of the Board of Management and the Academic Council.
- h. The Vice-Chancellor shall exercise general control over the affairs of the University and shall be responsible for the due maintenance of discipline in the University.
- i. The Vice-Chancellor shall ensure the faithful observance of the provisions of the Adhinyam and the Statutes and the Ordinances and shall possess all such powers as may be necessary for the purpose.

5. REMOVAL

In accordance with Section 17(12) of the Madhya Pradesh Niji Vishwavidyalaya (Sthapana Avam Sanchalan) Adhinyam, 2007, If at any time upon representation made or otherwise, it appears to the Chancellor that the Vice-Chancellor-

- a. Has defaulted in performing any duty imposed on him by or under the Act 2007 or the Statues/Ordinances framed thereunder; or
- b. Has acted in a manner prejudicial to the interest of the university; or
- c. Is incapable of managing the affairs of the university, the Chancellor may, notwithstanding the fact that the term of office of Vice-Chancellor has not expired, by an order in writing stating the reasons therein require the Vice-Chancellor to relinquish his office from such date as may be specified in the order.
- d. In accordance with Section 17 (13) of the Madhya Pradesh Niji Vishwavidyalaya (Sthapana Avam Sanchalan) Adhinyam, 2007, No order shall be passed unless the particulars of the grounds on which such action is proposed to be taken are communicated to the Vice-Chancellor and he is given reasonable opportunity of showing cause against the proposed order.
- e. In accordance with Section 17 (14) as from the date specified in the order under sub-section (12), the Vice-Chancellor shall be deemed to have relinquished the office and the office of the Vice-Chancellor shall fall vacant. Salary, allowances, leaves will be as prescribed in the Regulation.

STATUTE – 5**Pro-Vice-Chancellor: Appointment, Powers and Duties**

1. The Pro Vice - Chancellor shall be the Deputy to the Vice - Chancellor and act on the instructions of the Vice - Chancellor.
2. The Pro Vice - Chancellor shall act on behalf of the Vice - Chancellor during the period of his absence (Vice - Chancellor) from the University.

3. APPOINTMENTS, POWERS & DUTIES

- a. The Pro Vice - Chancellor shall be appointed by the Board of Management on the recommendation of the Vice - Chancellor, provided, that if the recommendation of the Vice - Chancellor is not accepted by the Board of Management, the matter shall be referred to the Chancellor who may either appoint the person recommended by the Vice - Chancellor or request the Vice - Chancellor to recommend another person for consideration of the Board of Management.
- b. Subject to the control of the Vice - Chancellor, the Pro Vice - Chancellor of a University shall exercise such powers and perform such duties as may be assigned to him by the Vice-Chancellor from time to time and as may be prescribed by the Act, Statutes, Ordinances, and the Regulations.
- c. The Pro-Vice Chancellor shall assist the Vice- Chancellor in the efficient functioning of Academic Administration of University. He/she may also discharge duties relating to Postgraduate & Undergraduate studies in their respective sphere of discipline as may be assigned to him by the Vice-Chancellor.
- d. Pro-Vice-Chancellor shall retire at the age as prescribed by UGC.
- e. The Pro-Vice-Chancellor shall preside over the meeting of Board of Management and Academic Council in the absence of Vice-Chancellor.
- f. He/She will officiate as Vice-Chancellor, whenever the Vice-Chancellor is absent.
- g. His/her tenure will be of four years and will be eligible for reappointment.
- h. He/She shall be entitled to receive salary and leaves as prescribed in the regulation.

STATUTE — 6**Governing Body: Constitution, Powers and Functions**

1. The Governing Body shall be the supreme authority of the University and shall have the power to review the actions of the Board of Management and Academic Council and shall exercise all the powers of the University not otherwise provided in the Act, the Statutes, and the Ordinances. It is the highest policy making body of the University and shall be responsible for the general supervision, direction and control of the work of the University so that the University fulfills its objectives.

2. CONSTITUTION

- a. The Governing Body of the Eklavya University shall consist of the following members, namely:
 - i. The Chancellor - an ex-officio Chairperson;
 - ii. The Vice-Chancellor;
 - iii. Three eminent persons nominated by the Trust (Sponsoring Body), out of whom at least one shall be an eminent educationist;
 - iv. Three distinguished persons nominated by the Visitor out of a panel of six names submitted by the State Government;
 - v. One representative of the State Government not below the rank of Deputy Secretary.
 - vi. Registrar
- b. The Chancellor shall be the Ex-officio chairperson of the Governing Body.
- c. The Registrar - Member Secretary

3. TENURE

- a. The term of a nominated member of the Governing Body shall be 3 (three) years from the date of nomination.
- b. Nominated members shall hold office for one or more terms.

4. POWERS & FUNCTIONS

The Governing Body shall be the principal authority of the University and all movable and immovable properties of the university shall vest in the Governing Body and it shall have the following powers, namely:

- a. The first Statutes of the University shall be made by the Governing Body and shall be submitted to the Regulatory Commission for approval.
- b. To control functioning of the University by using all such power as are provided by this Adhinyam, Statutes and Ordinances, or Regulations made thereunder.
- c. To review the decision of other authorities of the University, in case they are not in conformity with the provisions of this Adhinyam or Statutes or Ordinances or Regulations made thereunder.
- d. To approve the budget and annual report of the University.
- e. To lay down the policies to be followed by the University.

- f. To recommend to the Sponsoring Body the liquidation of the University, provided a situation arises when the functioning of the University is not possible.
- g. Shall direct, supervise and control the 'endowment fund' and also general fund account and get them audited through CFAO (Chief Finance & Accounts Officer) as per the Act.
- h. Shall be the final authority to approve the recommendation of the Board of Management for conferment of honorary, degree and other distinctions and awards.
- i. To create teaching and other academic posts and to define the functions and conditions of service of the Professors, Associate Professors, Assistant Professors, other teachers and the academic staff employed by the University after taking into consideration the recommendations of the Academic Council.
- j. To create administrative, ministerial and other necessary posts after taking into account the recommendations of the Finance Committee and to specify the manner of appointment thereof.
- k. May invite expert/s or person/s having special knowledge to obtain information or views on an academic matter of common or special interest to any or all the body and institutions of the University.
- l. Shall frame rules/regulations for the conduct of its business.
- m. The Governing Body shall, in the interest of the University, have powers to constitute committee/s and nominate members thereto and decide on the terms of reference and other conditions of functions of the committee/s.
- n. The Governing Body shall have the power to review, if necessary, the acts of other authorities of the University, except where such authorities have acted in accordance with the powers conferred upon them by the Adhiniyam, the Statutes and the Ordinances.
- o. It shall have the power to reject or send for reconsideration any Statutes or Ordinance received from the Vice- Chancellor, Board of Management. It shall also have the powers to review any Statutes or Ordinances and Regulations on its own.
- p. Shall consider and, if necessary, take decision/pass resolution on the Annual Report of the University, including the financial accounts and estimates as submitted by the Board of Management.
- q. Shall periodically review the Broad decisions and programmes of the University and direct/suggest measures to improve and develop the University.
- r. Such other powers as may be prescribed by the Statutes, as per the provision of the Act 2007 amended from time to time.

MEETINGS AND QUORUM

- a. A meeting of the Governing Body shall ordinarily be called at least three times in a calendar year.
- b. Meeting of the Governing Body shall be called under the directions of the Chancellor and in his/her absence by a Member so nominated by the Chancellor.

- c. The Chancellor may on his/her own or on the directions of the Sponsoring Body, call a Special Meeting as and when required in the interest of the University.
- d. At least Seven (7) clear days' notice shall ordinarily be required for a meeting. The Chancellor, may however at his discretion, dispense with this requirement in the interest of the University.
- e. Five members of the Governing Body shall form the Quorum. However, for the adjourned meeting three (3) members will form the quorum.

VACANCIES

- a. Any member of the Governing Body may resign his/her office. The letter of resignation in writing shall be sent to the Chairman of the Governing Body. Such resignation shall be effective from the date the same is accepted by the Governing Body with the consent of the Sponsoring Body. The date will be communicated to the concerned member.
- b. In case of resignation by members of the Governing Body nominated under section 22 (1) (d) & (e) of the Act (2(iv) and 2(v) of this Statute), the same will be forwarded to the Visitor/State Government after due deliberations by the Governing Body for acceptance.
- c. No member of the Governing Body, who is nominated to another Body in his/her capacity as a member of the Body, shall continue to be a member of that Body after his/her removal or the acceptance of his/her resignation.
- d. A member of the Governing Body of the University shall automatically cease to be member on his being convicted by a Court of law for any offence including moral turpitude.
- e. A member of the Governing Body of the University shall automatically cease to be member on failure to attend three meetings without leave of absence.
- f. Vacancy of a Member arising by reason of death, resignation, and removal or otherwise shall be filled as soon as possible by the Sponsoring Body/State Government and the Member so nominated shall be a Member for the un-expired portion of the term.

STATUTE – 7**Board of Management: Constitution, Powers and Functions****1. CONSTITUTION**

There shall be a Board of Management of the University, duly constituted under Section 23(1) read with Section 23(3) of the Adhiniyam; It shall consist of the following:

- a. The Vice-Chancellor - ex officio Chairperson;
- b. Two representatives nominated by the Sponsoring Body;
- c. Two representatives nominated by the State Government;
- d. Two Senior most Professors of the University by rotation;
- e. Two Senior most Teachers of University other than Professors as mentioned above in clause (d), by rotation
- f. Registrar - Member Secretary.

2. TENURE

- a. The Members of the Board of Management, except those who are ex-officio, shall hold office for a period of three (3) years from the date of their nomination.
- b. No nominated member shall hold office for more than two consecutive terms.
- c. The Chairperson of the Board of Management, whose decision in the matter shall be final, shall decide any dispute or question with regard to Membership or Tenure of a Member.
- d. The Vice-Chancellor and Registrar shall be the ex-officio Chairperson and Member Secretary of Board of Management, respectively.

3. POWERS AND FUNCTIONS

- a. The Board of Management shall be the Principal Executive Body of the University and have all the powers to manage and administer the University inclusive of the management of properties and revenues as per the Statutes and Ordinances. Further, it shall exercise all the powers of the University otherwise provided by the Act, Statutes, Ordinances or the Regulations for the fulfilment of the objectives of the University.
- b. In order to manage and administer, the functioning of the University in a smooth and efficient manner, the Board of Management shall have the powers to make Statutes, Ordinances and Regulations, either on its own or on the recommendation of any Authority or Officer of the University, subject to the conditions laid down in the Act.
- c. Shall function under the policies laid down by the Governing Body and shall receive and comply with all directions from the Governing Body.
- d. Shall ensure an integrated approach to key areas such as education policy, planning, resource mobilization and allocation, response to new opportunities, accountability and transparency of functioning in order to achieve the objectives set before the University in a democratic manner.
- e. Shall be the appellate authority in case of any question or dispute between a student or an employee on the one hand and any Authority or Officer of the

University or Head of an Affiliated College/Institution/Study Centre on the other.

- f. Shall regulate the use of the common seal of the University.
- g. Shall control and administer the properties and funds of the University, including, framing of annual financial statement and estimates, annual audit, control/reduce/enhance/transfer budget allocations, borrow or lend funds with the prior approval of the Governing Body, etc and appoint authorised agents for the same, if deemed necessary.
- h. Shall have the authority to enter into, vary, carry out and cancel contracts on behalf of the University in the exercise or performance of the powers and duties assigned to it under the Adhiniyam, the Statutes and the Ordinances.
- i. Shall have the power to create or designate Departments of the University or affiliated colleges or institutions as laid down by the Statutes or Ordinances.
- j. The Board of Management may, on the recommendation of the Academic Council, institute any Professorship, Readership or Lectureship or any teaching post and may abolish it.
- k. Shall direct the preparation of the Annual Report of the University, along with the audited accounts for the year and the extent of achievement of objectives of the University. The Board shall have the power to include any other item in the Report. The Board shall put the Report before the Governing Body as stipulated by Regulations.
- l. Shall comply with such directions as may be received from the Chairperson of the Governing Body to hold a meeting and discuss matters as specified.
- m. To prescribe remunerations, emoluments, travelling and other allowances etc of examiners / invigilators and other employees appointed for examination related duties.
- n. To ensure maintenance of proper accounts of the properties and funds of the University.
- o. To have financial accounts prepared together with audit report and annual report of the University and to place it before the Governing Body for its perusal, approval and directions.
- p. To prepare the annual/supplementary budget of the University and to place it before the Governing Body for its consideration and approval.
- q. To follow and monitor the budget for expenditure as approved by the Governing Body.
- r. To recommend to Governing Body for creating the post of other officers of the University.
- s. To make regulations regarding administration and control of the institutes, hostels, libraries, laboratories, museums and other Institutions established or maintained by the University.
- t. To select a common seal for the University and to provide for its custody and use.
- u. To arrange for the conduct/defend of litigation by or against the University.
- v. To examine and recommend to Governing Body the matters regarding the institute of fellowships, scholarships, studentships, exhibitions, medals and prizes on the recommendations of the Academic Council.

- w. To recommend for conferring honorary degree, medals and prizes on the recommendation of the Academic Council.
- x. To recommend, enact, amend or repeal Statutes.
- y. To recommend confer the title of Professor Emeritus on the recommendation of the Academic Council.
- z. To recommend the appointment of the Visiting Professors, Artists and Writers and determine the terms and conditions of such appointments to Chancellor.
- aa. To specify the manner and appoint academic staff against the temporary vacancies.
- bb. To prescribe qualifications and other conditions of eligibility for teachers and other academic staff after taking into account the recommendations of the Academic Council.
- cc. To regulate and enforce discipline amongst the employees in accordance with the Statutes and the Ordinances / Regulations.
- dd. To consider the annual Internal Quality Assurance Cell (IQAC) report of all the University Departments, Centers and Cells and forwarding the same to the NAAC as per UGC guidelines.
- ee. To exercise such other powers and perform such other duties as may be conferred or imposed upon it by the Adhiniyam, Statutes, Ordinances or the Regulations.

4. MEETING AND QUORUM

- a. The Board of Management shall meet at least once in every two months. The Vice Chancellor may, in case of urgency, convene a special Meeting.
- b. The meeting shall be convened under the direction of the Vice Chancellor.
- c. Five members shall constitute the quorum.
- d. The quorum for an adjourned meeting should be three members.

5. VACANCIES

- a. Any member of the Board of Management may resign his/her office. The letter of resignation in writing shall be sent to the Chairperson of the Board of Management. Such resignation shall be effective from the date the same is accepted by the Board of Management with the consent of the Chancellor. The date will be communicated to the concerned member.
- b. No member of the Board of Management, who is nominated to another Body in his capacity as a member of the Board shall continue be a member of that Body or hold the post after the acceptance of his/her resignation.
- c. A member of the Board of Management of the University shall automatically cease to be member on his being convicted by a Court of law for any offence including moral turpitude.
- d. A member of the Board of Management of the University shall automatically cease to be member on failure to attend three meetings without leave of absence.
- e. Vacancy of a member arising by reason of death, resignation, and removal or otherwise shall be filled" as soon as feasible, and the member so nominated shall be a Member for the un-expired portion of the term.

STATUTE -8**Registrar: Conditions of Service, Powers and Duties**

1. The Registrar shall be the Custodian of the University and shall carry out the orders/instructions given by the Vice - Chancellor and administer the University as per rules and regulations.

2. SELECTION & APPOINTMENT AND CONDITIONS OF SERVICE

- a. The appointment of the Registrar shall be made by the Governing Body on the recommendation of the expert committee constituted for the purpose. However, the first Registrar shall be appointed by the Sponsoring Body as per clause 18(1) of the Act. Subsequent Registrars shall be appointed by the Governing Body on the recommendation of the Expert Committee, consisting of the following:
 - i. The Chancellor -Chairperson
 - ii. Nominee of the Chancellor (Pro-Chancellor/s)
 - iii. Vice Chancellor and
 - iv. Two expert members approved by the Board of Management.
- b. However, the First Registrar may be appointed by the Sponsoring Body pending creation of Statutes.
- c. No person shall be eligible for appointment as Registrar unless he possesses such qualifications as laid-down in the Regulations of the University.
- d. The University shall follow the following procedure for the selection of the Registrar:
 - i. Shall invite applications in the prescribed form, for the post through the process of an advertisement which includes the web portal of the University.
 - ii. A summary of the candidates applied for the post shall be prepared by the office of the Vice - Chancellor or by the person(s) deputed by him.
 - iii. The date of meeting of the Selection Committee shall be fixed and a notice to this effect will be given to the short-listed candidates, at least seven days in advance.
 - iv. The Selection Committee shall interview and adjudge the merit of each candidate and send its final recommendation to the Board of Management. However, the appointment shall be made after getting the approval of the Governing Body / the Chancellor.
 - v. The Registrar shall receive pay and other allowances as decided by the Board of Management. The age of retirement of the Registrar shall be seventy (70) years.
 - vi. If a suitable candidate is not found in the first advertisement, subsequent advertisements shall be issued.

3. RESIGNATION / REMOVAL

- a. When the office of the Registrar falls vacant on account of one reason or the other such as long illness or long absence or resignation, the Vice - Chancellor may appoint an officiating Registrar after taking the approval from the Chancellor.

- b. If at any time upon representation made or otherwise, and after making such inquiry may be deemed necessary, the situation so warrants that the continuance of the Registrar is not in the interest of the University, the Vice-Chancellor may request the Chancellor in writing stating the reasons therein, for the removal of the Registrar.

Provided that before such action the Registrar shall be given an opportunity of being heard.

The Chancellor shall put up the matter for the consideration of the Governing Body whose decision shall be final.

4. POWERS & DUTIES OF THE REGISTRAR

- a. All contracts shall be signed, and all documents and records shall be authenticated by the Registrar on behalf of the University.
- b. The Registrar will be responsible for answering in the Court of Laws in legal proceedings against the University or any of its Officers which relates to discharge of official duties in the University.
- c. The Registrar shall be the Member Secretary of the Governing Body, Board of Management and Academic Council.
- d. The Registrar shall exercise such other powers and perform such other duties as may be prescribed by the Statutes.
- e. He/she shall be the custodian of the records, the common seal and such other property of the University, as the Governing Body shall commit to his charge.
- f. Shall be responsible for inventory management of furniture, fittings and equipment and ensure annual stock taking and physical verification of the same.
- g. He/she shall arrange for condemnation of unserviceable furniture and equipment as recommended by Committee appointed for that purpose.
- h. Shall issue all notices convening meeting of the Governing Body, the Board of Management, the Academic Council, the Academic Planning and Evaluation Board and any Board or Committees appointed under the Adhinyam of which he is to act as Secretary.
- i. Shall keep the minutes of all meetings of the Governing Body, the Board of Management, the Academic Council, the Academic Planning and Evaluation Committee and any board or committees of the University appointed under the Adhinyam of which he/she is to act as Secretary.
- j. Shall conduct the official correspondence of the University, the Governing Body, the Board of Management, the Academic Council and other body/ authorities.
- k. The Registrar shall convene the meetings of the University Authorities by informing venue, date and time of the meeting to the members and related persons as directed by the Vice - Chancellor and make necessary arrangements for the same. Further, it shall be the duty of the Registrar to circulate agenda of the proposed meeting and the minutes of the previous meeting.
- l. Shall supply to the Vice Chancellor

- i. copies of the agenda of the meetings of the University authorities of which he/she is to act as Secretary, as soon as such approved agenda is issued
- ii. the minutes of the meetings of the University authorities of which he is to act as Secretary, within a month of the holding of such meetings; and
- iii. such other papers and information as the Vice-Chancellor may direct him/her to maintain and supply from time to time
- m. Shall exercise all such powers as may be necessary or expedient for carrying into effect the orders of the Vice-Chancellor or various authorities or body of the University of which he/she acts as Secretary.
- n. Shall discharge such other functions as may be assigned to him/her from time to time by the Vice Chancellor to whom he/she shall be responsible for the same.
- o. To exercise such other powers and perform such other duties as maybe conferred or imposed upon him/her by the Act, Statutes, Ordinances, and Regulation.
- p. The Registrar may if desired by the Chairman of any Authority or body of which he is the Secretary, to speak at a meeting of such Authority or Body.

STATUTE – 9**Chief Finance & Accounts Officer (CFAO): Function & Duties**

1. The University shall appoint a Chief Finance and Account Officer (CFAO) to manage its finances. The Board of Management shall constitute a Selection Committee for the appointment of the Chief Finance and Account Officer (CFAO).
2. The Chief Finance and Accounts Officer shall be responsible for all aspects relating to accounts and finances of the University.

3. APPOINTMENT, TERMS & CONDITIONS

- a. The Chief Finance and Account Officer shall be appointed by the Chancellor as mentioned in Section 19(1) of the Act.
- b. The University shall follow the following procedure for the selection of the CFAO.
 - i. The University shall invite application for the post through the process of an advertisement with wider publicity and through Web portal of the University.
 - ii. A summary of the candidates applied for the post shall be prepared by the office of the Vice - Chancellor or by the person(s) deputed by him.
 - iii. The date of meeting of the Selection Committee will be fixed and a notice to this effect shall be given to the short-listed candidates at least seven (7) days in advance.
 - iv. The Selection Committee shall interview and adjudge the merit of each candidate and send its final recommendation to the Board of Management.
 - v. The recommendation of the Board of Management will be submitted to the Chancellor, then Chancellor/ Representative of Chancellor (Pro-Chancellor) will finalize the selection accordingly.
 - vi. If a suitable candidate is not found in the first advertisement, subsequent applications shall be invited through the process as written above.
 - vii. The CFAO shall receive pay and other allowances as decided by the Board of Management. The age of retirement of the CFAO shall be seventy (70) years.

4. RESIGNATION / REMOVAL

- a. When the office of the CFAO falls vacant on account of one reason or the other such as long illness or long absence or resignation, the Vice - Chancellor may appoint an officiating CFAO after taking the approval from the Chancellor.
- b. If at any time upon representation made or otherwise, and after making such inquiry may be deemed necessary, the situation so warrants that the continuance of the Chief Finance and Accounts Officer is not in the interest of the University, the Vice-Chancellor may request the Chancellor in writing

stating the reasons therein, for the removal of the Chief Finance and Accounts Officer.

- c. Before taking such action, the CFAO shall be given an opportunity of being heard. The Chancellor shall put up the matter for the consideration of the Governing Body whose decision shall be final.
- d. The Chief Finance and Accounts Officer shall retire on completing the age of 70 years.

5. DUTIES & RESPONSIBILITIES OF THE CHIEF FINANCE & ACCOUNTS OFFICER

- a. To exercise general supervision over the funds of the University and advice about the financial policies. Further, CFAO shall be responsible to get the accounts audited regularly as instructed by Governing Body time to time.
- b. To perform such other financial functions as may be assigned to him by the Board of Management or as may be prescribed by the Act or the Statutes or the Ordinances or the Regulation.
- c. To hold and manage the property and investments of the University and endowed properties/funds.
- d. To ensure that the limits determined by Governing Body for recurring and nonrecurring expenditure for a year are not exceeded and that all monies are spent for the purpose for which they are granted or allotted.
- e. To keep a constant watch on the state of the cash and bank balances and on the state and quality of investment.
- f. To suggest measures of additional internal revenue generation for the university.
- g. To watch the progress of collection of revenue and advice on the methods of collection applied.

6. CHIEF FINANCE & ACCOUNTS OFFICER SHALL

- a. Arrange collection of income, disburse the payments and maintenance of the accounts of the University.
- b. Be responsible for the preparation of annual accounts and the budget of the University for the next Financial Year as also long-term plans are required.
- c. Have the accounts of the University regularly audited and financial statements duly audited and certified by the external auditors of the University in compliance of Statutory Regulations.
- d. He/she will also ensure compliance of all the irregularities/deficiencies pointed out in any of the audit reports and confirm such compliance to the Vice-Chancellor
- e. Ensure that the registers of building, land, furniture and equipment are maintained up-to-date and that the stock checking of equipment and other consumable materials in all offices and institutions maintained by the University.
- f. Suggest appropriate action against persons responsible for unauthorized expenditure and for other financial irregularities.
- g. Ensure that proposals for fixation of fees and other charges are prepared and put up to the competent authority/committee for approval.
- h. Ensure that the fee structure once approved, is implemented and fees from the students received in time with penalties, if any.

- i. The Chief Finance & Accounts Officer may call from any Office or Institution of the University any information, documents, bills/ receipts and statements/ returns that he/she may consider necessary for the performance of his/her duties.
- j. The Chief Finance & Accounts Officer shall see that all bills for payments be duly audited after residential audit set up is established.
- k. He/she shall ensure compliance of provisions of applicable acts and regulations relating to direct and indirect taxes and revenue levies of Central/ State Govt. and local bodies.
- l. Chief Finance & Accounts Officer shall discharge all such functions as assigned by the Chancellor, Governing Body/ Vice-Chancellor and or embodied in the Statutes.
- m. Chief Finance & Accounts Officer will ensure that preventive vigilance measures and proactive steps are continuously observed in the University and its Institutions.
- n. To bring to the notice of the Vice - Chancellor any unauthorized expenditure or any other financial irregularity and suggest appropriate action against person at fault.
- o. To call from any office of the University, including Schools/Institutions / Departments maintained by the University, any information or report that he may consider necessary for the performance of his functions.
- p. Any receipt given by the CFAO or by the person or persons on his behalf, duly authorized by the Board of Management shall be the sufficient proof for the collection of money by the University.

STATUTE – 10**Academic Council: Constitution, Powers and Functions**

1. The Academic Council shall be the statutory body of the University on all academic matters. It shall have the control and general supervision and be responsible for the maintenance of standards of instructions, research, education and examination within the University. It shall exercise such other powers and perform such other duties as may be conferred or imposed upon it by the Act, Statutes and Ordinances and Regulations and shall have the right to advise the Board of Management on all academic matters.

2. FORMATION

The Academic Council shall consist of the following members:

- a. Vice-Chancellor – Chairperson
- b. Chancellor's Nominee
- c. Dean of All Faculties
- d. Chairman Board of Studies
- e. HOD of the Department (regular or in-charge)
- f. Controller of Examinations – Member
- g. Two experts co-opted by the Academic Council who possesses special attainments in particular fields of study and are not employees of the University.
- h. The Registrar - Member Secretary

3. TENURE

The members of the Academic Council, other than the ex-officio members, shall hold office for a term of three years from the date of their appointment or co-option, as the case may be or as specified otherwise.

4. MEETINGS & QUORUM

- a. The Academic Council shall normally meet twice a year on the dates as fixed by the Vice - Chancellor. However, the Vice - Chancellor may call a special meeting of the Academic Council, if required. The Registrar shall, under the direction of the Vice - Chancellor, give not less than twenty days clear notice for a routine meeting and seven days for a special meeting.
- b. The agenda and proceedings of each meeting of the Academic Council shall be prepared by the Registrar and shall be approved by the Vice - Chancellor.
- c. The Registrar shall send by electronic media or post, a copy of the proceedings of that meeting so signed by the Chairperson, to each member of the Academic Council, the Governing Body, the Board of Management, the Finance Committee, the Dean of the Faculties and the Board of Studies within six weeks after a meeting.
- d. A copy of the minutes shall be submitted to the Chancellor also.
- e. Approval of the resolutions shall be by simple majority of the Members present.
- f. One third members of the Academic Council shall form the quorum for a meeting.

5. REMOVAL/DISQUALIFICATION

- a. An individual cease to be a member of the Council in the event of resignation/removal from his/her post in University.
- b. Convicted for any offence including moral turpitude.
- c. Nominating Authority may remove a Member who is sick, insane and incapable of discharging duty in the Council.
- d. Nominating Authority may remove a Member who is found guilty of misconduct, indiscipline and malpractice in the University, or outside.
- e. A member of the Academic Council of the University shall automatically cease to be member on failure to attend three meetings without leave of absence.

6. POWERS, DUTIES AND FUNCTIONS

Subject to the relevant provisions of the Act, the Statutes, the Ordinances and the Regulations, the Academic Council shall, in addition have the following powers:

- a. To exercise general supervision over the academic policies of the University and to give directions regarding methods of instruction, evaluation, research and improvement of academic standards.
- b. To consider matters of general academic interest either on its own initiative or on a reference from the Planning and Development Board or a Faculty of Studies or the Board of Management and to take appropriate action thereon.
- c. To frame such regulations as are consistent with the Statutes and the Ordinances regarding the academic functioning of the University including discipline, admissions, award of fellowships and studentships, fee and other academic requirements.
- d. To take measures for Quality Education and Accreditation of the University.
- e. To make recommendations to the Governing Body for the conferment of degrees, honorary degrees or any such other distinctions or honour of the University.
- f. To recommend new courses of studies.
- g. Frame the Calendar of Events for the academic year.
- h. To recommend the Regulations for the methodology, schemes, and modalities of University Examinations and allotment of marks / credits for individual subjects in all the courses.
- i. To take up the matters for periodical review of functioning and co-ordination between all the constituent Institutions and /departments and recommend to the Board of Management, the ways and means of improvement.
- j. To consider other academic or student welfare matters referred to it.
- k. Shall ensure that while framing rules, syllabus and curriculum norms of the concerned Regulatory Councils from time to time, are adhered to.
- l. Appoint various sub committees as and when required for specific purpose / task. The committees shall cease to function after completing the task assigned.
- m. Discuss and decide on all the recommendations of various sub- committees appointed for the specific purposes.

- n. Discuss and accord approval of methods of reporting malpractice cases, method of enquiry, and the punishments.
 - o. To initiate and promote research and related activities in various constituent Institutions and centres.
 - p. To recognize persons of eminence in their subjects to be associated as research guide, in the subject as prescribed in the Ordinance.
7. Academic Council shall, in addition to all other powers vested in Council, have the powers to make recommendations to the Board of Management keeping in view the guidelines of National Regulatory Bodies such as UGC, AICTE, INC, NCTE, etc. with regard to the creation or abolition of teaching posts in the University.
8. In addition to above, the Council shall recommend to the Board of Management the following:
- a. The classification of the posts according to the requirements and their duties attached thereto.
 - b. Laying down qualifications and specializations for the recruitment of teachers in any subject and the emoluments to be paid to them.
 - c. To formulate and modify or revise the schemes for the organization of Faculties and to assign to such Faculties their respective subjects and also to report to the Governing Body as to the expediency of the abolition or sub-division of any Faculty or the combination / merger of one Faculty with another.
 - d. To recommend the creation of New Departments, Cells and Centres.

STATUTE — 11

Standing Committee of the Academic Council

1. The Academic Council may constitute Standing Committee to look after the routine matters of academic nature on its behalf.
2. **CONSTITUTION**
 - a. Vice-Chancellor – Chairperson
 - b. Deans of all Faculties – Members
 - c. One person to be nominated by the Chancellor – Member
 - d. Controller of Examinations – Member
 - e. Registrar - Member Secretary
3. Standing Committee shall consider all those matters which have been assigned to it by the Academic Council. Further, the Vice - Chancellor may call the meeting of the Standing Committee to decide some of the urgent academic matters and report them to the Academic Council for rectification or approval.

STATUTE – 12**The Finance Committee**

1. The Finance Committee shall be one of the statutory bodies of the University to deal with all the financial matters. It shall have the control and general supervision and be responsible for the management of finances such as income, expenditure, budgets, auditing etc. of the University. It shall exercise such other powers and perform such other duties as may be conferred or imposed upon it by the Act, Statutes, Ordinances and regulations and shall have the right to advise the Board of Management on all financial matters.

2. **Constitution**

The Finance Committee shall consist of the following:

- a. The Chancellor – Chairperson
- b. The Pro-Chancellor/s - Vice Chairperson/s
- c. The Vice Chancellor
- d. The Registrar
- e. One person to be nominated by the Board of Management
- f. Two persons to be nominated by the Chancellor
- g. The Chief Finance and Account Officer (CFAO) -Member Secretary

3. **Tenure**

The tenure of the nominated members shall be three (3) years from the date of notification.

4. **Meetings and Quorum**

- a. Three members (in addition to the Chancellor) of the Finance Committee shall form a quorum for a meeting of the Committee.
- b. The Finance Committee shall meet at least twice a year to present the budget, examine the accounts and scrutinize the expenditure statement prepared by the CFAO.

5. **Powers and Functions**

- a. All proposals relating to revision of grades, up-gradation of the pay- scales and those items which are not included in the budget, shall be examined by the Finance Committee before they are considered by the Board of Management. Chairman is Vice Chancellor while F.C. is chaired by Chancellor.
- b. The annual accounts and the financial estimates of the University prepared by the CFAO shall be presented to the Finance Committee for approval and thereafter submitted to the Board of Management.
- c. The Finance Committee shall fix the limits for the total recurring and non-recurring expenditure for the year, based on income and resources of the University, and no expenditure shall be incurred by the University in excess of the limits so fixed, without the approval of the Finance Committee.
- d. To conduct the scrutiny of accounts of the University, whenever called upon by the Board of Management.
- e. To review the current and the yearly Audit Reports and make recommendations there upon.
- f. To approve the Regulations for the policies and guidelines for purchase / procurements in the University.

- g. In case of urgency, any expenditure in excess or absence of the budget provisions incurred by the Vice-Chancellor with the approval of the Chancellor for the reasons to be recorded in writing should be reported in the next meeting of the Finance Committee.
- h. Where the votes on any subject considered by the Finance committee are equally divided, the Chancellor shall have the casting vote.

STATUTE - 13

Examination Committee

1. There shall be an Examination Committee for each subject. This Committee shall consist of following:
 - a. The Vice - Chancellor – Chairperson
 - b. Dean of the concerned Faculty
 - c. The Head of the Department - Convener
 - d. Two senior most teachers of the Department to be appointed by rotation.
2. The Powers and Duties of the Examination Committee will be as prescribed by the Regulation.

STATUTE - 14

Schools of the University

1. The University shall consist of the following Schools
 - a. School of Engineering
 - b. School of Nursing & Paramedical Sciences
 - c. School of Management
 - d. School of Commerce
 - e. School of Basic & Applied Sciences
 - f. School of Arts & Humanities
 - g. School of Agriculture
 - h. School of Education & Library Science
 - i. School of Journalism & Mass Communication
 - j. School of Vocational Studies
 - k. School of Naturopathy & Yogic Science
 - l. School of Design
 - m. School of Pharmacy
 - n. School of Law
 - o. School of Architecture & Planning
2. Two or more courses of different schools may be grouped together to make one course under one school and / or a new school may be constituted according to the need as per UGC guidelines.
3. Some of the schools may offer some of the programs from different academic schools as per the need and approval of academic council given from time to time and also new schools may be established after the approval of the Academic Council, and other relevant bodies of the University.
4. The curriculum of the program, minimum teaching hours, examination, evaluation schemes, passing marks and award of divisions etc. shall be decided by the various competent bodies of the University including that of Academic Council as per the provisions of respective regulatory bodies.

STATUTE - 15**Dean of the Faculty**

1. The Dean shall be the Head of a Faculty of Studies.
 - a. The Dean shall be appointed by the Chancellor in order of seniority, from amongst the Professors of the various Departments of the Faculty.
 - b. If at any time, there is no Professor in the department, the Chancellor may appoint the Dean in order of seniority from amongst the Associate Professors of the various departments of the Faculty provided also that if there is no professor or Associate professor of the University teaching Department, the Chancellor may approve the Dean of any other faculty to act as Dean of the concerned faculty.
 - c. The tenure of the Dean shall be for a period of three years or up to the date of superannuation, whichever is earlier. However, he/she may be considered for reappointment but shall not serve more than six (6) years in continuation.
 - d. The Dean shall be the Head of the Faculty/ School of Studies and shall be responsible for the conduct and maintenance of the standards of teaching and research in the Faculty.
 - e. The Dean shall have the right to be present and to speak in any meeting of the Departmental Council(s) but shall not have the right to vote unless he is a member thereof.
 - f. The Dean shall perform such other functions as may be prescribed by the Act, Statutes, Ordinances, Regulation.

STATUTE - 16**Constitution of Faculty**

1. The Faculty shall be the principal coordinating and administrative body amongst the departments constituting the Faculty.
2. Each Faculty shall consist of the following members, namely:
 - a. The Dean of the Faculty who shall be the Chairperson.
 - b. The nominee of the Vice - Chancellor
 - c. All Heads of the departments constituting the faculty
 - d. All the Chairman's of Board of Studies for the Subjects assigned to the faculty
 - e. Two experts co-opted by the Faculty who possess special achievements in particular fields of study and are not teachers of the University since last three years.
3. The members of the Faculty, other than the ex-officio members, shall hold the office for a term of three years from the date of their appointment or co-option, as the case may be or as specified otherwise.
4. Powers and Functions of the Faculty
 - a. The Faculty shall consider and approve such administrative matters which are common amongst constituent departments of the Faculty of Studies.
 - b. The Faculty shall have such powers and shall perform such duties as given in the Act, Statutes, Ordinances and Regulations.
 - c. The functions of the Faculty shall be as follows:
 - i. Subject to the control of the Academic Council, to organize teaching and research work in the department of studies assigned to the Faculty.
 - ii. To recommend to the Academic Council, the conditions for the award of degrees, diplomas and other academic distinctions.
 - iii. To coordinate work in subjects assigned to the Faculty.
 - iv. To secure coordination in research, whenever applicable.
 - v. The Faculty shall also consider and make such recommendations to the Academic Council on any question pertaining to their respective spheres of work as may appear to them necessary or on any matter referred to them by the Academic Council.
 - vi. The Dean may call a joint meeting of the Board of Studies assigned to Faculty, and Faculty to resolve the matter of academic and administrative nature.

STATUTE – 17**Board of Studies**

1. The Board of Studies shall be the principal academic body of the Subject / Subjects and therefore, shall be constituted for each subject. It shall be a statutory body and shall consider all the academic matters of the Subjects and make the appropriate recommendations to the Faculty for its considerations and approval. Further, it shall have the control and general supervision and be responsible for the maintenance of academic standards inclusive of examinations in the departments of the concerned Subject(s).

2. Constitution

- a. The Senior most Professor shall be the Chairperson of the first Board of Studies which will by rotation amongst other Professors (if any) and shall have the following as members, namely:
 - i. Head of the teaching departments of the Subjects/department(s).
 - ii. One Professor and the Associate Professors of the Subjects by rotation to be nominated by the Vice Chancellor.
 - iii. One Professor from other Faculty as a nominee of the Vice – Chancellor.
 - iv. Two experts co-opted by the Board of Studies who possess special attainments in particular fields of study and are not employees of the University.

The members of the Board of Studies, other than the ex-officio members, shall hold the office for a term of three years from the date of their appointment or co-option, as the case may be or as specified otherwise.

3. Chairman

- a. The senior most Professor shall be nominated as the Chairman of the first Board of Studies. Later on the Chairman of the Board of Studies shall be nominated by the Vice Chancellor by rotation form amongst the Professors of the subject. **Provided** if there is no Professor in the subject, the chairman shall be nominated by the Vice Chancellor form among the members of the Board under clause 2 & 3 of the Section 2 mentioned above.

4. Meetings and Quorum

- a. As a routine, the Board of Studies shall normally meet once a year on the dates as fixed by the Dean of the Faculty. However, the Dean may call a special meeting of the Board of Studies if required, by serving at least three days clear notice for the same.
- b. The agenda and proceedings of each meeting of the Board of Studies shall be prepared by the Chairperson in consultation of Vice Chancellor and shall be sent to each member of the Board with a copy to the Vice - Chancellor for information and necessary action.
- c. One third members of the Board of Studies shall form the quorum for a meeting.

5. Powers and Functions

Subject to the relevant provisions of the Act, the Statutes and the Ordinances, the Board of Studies shall consider all the academic matters of the faculty members and recommend to the Academic Council for approval. Powers and Functions include the following:

- a. To exercise general supervision over the academic policies of the Faculty members and to give directions regarding methods of instruction, evaluation, research and the improvement in the academic standards.
- b. To recommend to the Dean regarding the courses of studies and curricula for each examination after considering the recommendations of the Departmental Councils.
- c. To recommend to the Dean the combination and sub- division of the Departments or the Faculties, if required.
- d. To consider and make recommendations to the Dean on the matters of general academic interest either on its own initiative or on the directives received from the Planning and Development Board or the Board of Management.
- e. To frame such regulations as are consistent with the Statutes and the Ordinances regarding the academic functioning of the Subjects, including discipline, admissions, award of fellowships and studentships, fee and other academic requirements concerning the Subjects.
- f. To take measures for Quality Education and Accreditation of the Departments of Studies.
- g. The Board of Studies shall also be responsible:
 - i. To prepare syllabus for courses of study under their purview.
 - ii. To prepare scheme of examinations.
 - iii. To consider and recommend to the Academic Council establishment of new courses, inter-disciplinary courses and short-term training programmes referred to it.
 - iv. To plan and organize inter-departmental and inter-faculty programmes in consultation with the Board of Studies of other faculties.
 - v. To prepare and submit the Annual Report of the functioning of Department to the Vice-Chancellor.
 - vi. To go through and consider any other academic matter which may be referred to it for opinion.
6. The Dean may call a joint meeting of the Boards of Studies and Faculty to resolve the matter of academic and/or administrative nature.

STATUTE -18 **Students Council**

1. The Students Council shall mainly function as a forum of the students. This forum mainly gives the feedback and suggestions on the academic matters, environment and activities to be carried out by the University in order to improve students' employability, to the Dean of the Students.
2. Under the control of the Dean of Students Welfare, the Council may organize extension lectures of the renowned personalities and also extra-curricular activities in the University.
3. The University shall define such other functions for the Student Council in the Rules and Regulations according to the guidelines of the University Grants Commission (UGC), New Delhi.

STATUTE – 19**Dean of Students Welfare**

1. The Dean of Students Welfare (DSW) shall be appointed from amongst the Professors of the University for a period of three (3) years by the Board of Management on the recommendation of the Vice - Chancellor.
2. The details of the Duties and Functions of Dean of Students Welfare (DSW) shall be as prescribed in the Regulations. However, if the performance of the Dean so appointed is not found satisfactory, his/her term may be reduced by the Vice - Chancellor.

STATUTE -20**Appointment of the Teachers in the University**

1. The Teachers (Faculty) in the University shall be appointed according to the rules, regulations and guidelines as prescribed by the UGC, AICTE and / or other Regulatory Councils for the courses offered by the University.
2. **Eligibility for Appointment**
 - a. A person will be appointed on an academic position according to the qualifications as prescribed by the UGC, AICTE and other competent bodies according to the courses offered by the University.
 - b. Wide publicity will be given for the vacancies to be filled in through portal of the University.
3. **Constitution of Selection Committee**
 - a. Selection committees shall be constituted for making recommendations to the Board of Management for appointments or promotions to the posts of Professors, Associate Professors, Assistant Professors and other academic staff and Heads of Institutions / Centers maintained by the University.
 - b. The Selection Committee under the Chairmanship of the Vice - Chancellor or his nominee will constitute:
 - i. One member of the Board of Management
 - ii. The Dean of the concerned Faculty of Studies
 - iii. The Head of the concerned department (For the post of Professor, the Head should be a duly selected Professor of the University)
 - iv. Three experts not below the rank of Professor of University not connected with the University to be nominated by the Chancellor; from a panel of not less than seven (7) names submitted by the Academic Council for each subject
 - v. One observer not connected with the University in any manner, to be nominated by the Chairman, M.P. University Regulatory Commission.
 - vi. Four members of the selection committee (who shall include at least two experts) shall form a quorum for a meeting of the selection committee constituted under clause (ii) above.
4. **Screening Committee**
A Screening Committee consisting of three members, appointed by the Vice - Chancellor shall screen all the applications received in response to wide publicity. The Committee will prepare a summary of eligible candidates to be called for an interview taking into account the Academic Performance Indices (APIs) merit as per UGC prescribed guidelines. Also, a list of candidates rejected and not to be called for the interview shall be made separately giving reasons for the rejection, including limiting the eligible candidates up to certain cut off APIs for interviews in case of excessive number of applications of eligible candidates received.
5. **Recommendations of Selection Committee**
The Selection Committee shall recommend to the Board of Management the names of selected candidates, arranged in order of merit, if any, of the persons who it

considers suitable for the appointments and after the approval of the Board of Management, the appointment or promotion letters shall be issued to the candidate by the Registrar. The committee may reject all the candidates with justification.

6. Fixed period / Part-time / Contractual Faculty

In addition to full-time teachers, the Board of Management / the Vice - Chancellor may also decide to engage teachers for a fixed period (not exceeding 3 years), part time, or on contractual basis along with terms and conditions such as honorarium, TA / DA, if any, conveyance charges etc. of such engagements, from time to time.

7. Eminent/Adjunct / Visiting Professors

- a. The Vice - Chancellor on the recommendations of the Head of the Department and the Dean of the Faculty may invite Eminent/ Adjunct / Visiting Professors, in consultation with the Chancellor. All such appointments shall be reported to the Board of Management for ratification at the earliest opportunity. The tenure of all such appointments shall not exceed a period of three years.
- b. For the appointment in these categories, mentioned in (a) above the Vice - Chancellor may on his own consider and recommend appointment of distinguished scholars, scientists, writers or artists by relaxing qualifications and eligibility criterion, provided the Board of Management and the Chancellor approves such appointments.

STATUTE -21

Categories of the Non-Teaching Employees

1. Following types of non-teaching employees will be employed by the University
 - a. Permanent / Probationary Employees
 - b. Contractual Employees
 - c. Casual Employees
2. Permanent employee shall be appointed against a clear vacancy by a committee as prescribed in the Regulation and shall be kept on probation for a period of one year. The services could be terminated if the performance is found to be unsatisfactory, with/without serving notice. The probationary period could also be extended, if the performance is found to be unsatisfactory in a working period of eleven (11) months or less.
3. Contractual employee means an employee who is appointed on contract basis for a specified period.
4. Casual Employee means an employee who is engaged on the basis of a Muster Roll.
5. The service conditions for all the above types of employees shall be as prescribed in the Statutes and Regulations.
6. The selection committee for non-teaching employees will be prescribed by the Statues.
7. The procedure for appointment of no-teaching employees will be prescribed by the Statues.

STATUTE - 22**Other Officers of the University**

1. Following shall be the other Officers of the University:
 - a. The Controller of Examinations
 - b. The Deputy and the Assistant Registrars
 - c. The Chief, the Deputy and the Assistant Librarians
 - d. The Director and the Assistant Director of Physical Education
 - e. The Director Corporate Relations
 - f. Chief Proctor
 - g. Proctor
 - h. Dean Student Welfare
 - i. Warden
2. The Controller of Examinations
 - a. Shall be an officer of the University and shall be appointed by the Vice - Chancellor from the Faculty or Administrative Officers having sufficient experience and well versed with the examination and evaluation procedures of the University.
 - b. Shall be vested with all the powers and responsibilities as specified in the Regulations. Further, he/she shall be responsible to make all the necessary arrangements for the conduction of examinations as per the Ordinances and Regulations.
 - c. When the office of the Controller of Examination falls vacant by one reason or the other, the duties of the office shall be performed by such person as the Vice - Chancellor may appoint for the purpose.
3. Other officers as stated above from (1)(b) to (1)(f) shall be whole-time salaried officers appointed by the Board of Management on the recommendation of a selection committee constituted for the purpose, and shall possess such qualifications as prescribed by the University Grants Commission / Regulatory Councils and exercise such powers to perform such duties, as may be determined by the Board of Management and provided in the Regulations of the University.
4. The appointment of officers mentioned at (1)(c) and (1)(d) above shall be made following the procedure as laid down in the Statute for the appointment of Teachers and that of others mentioned at 1(b), 1(e) and 1(f) shall be made according to the procedure laid down for non-teaching staff. The appointment of officers mentioned in (g), (h), (i) shall be made according to the procedure laid down in the Regulation. The salary, allowances, leaves and other service conditions shall be as prescribed by the Statutes or Regulations.
5. The powers and responsibilities of other officers shall be as specified in the respective Regulations.

STATUTE - 23**Conferment of Honorary Degrees and Academic Distinctions**

1. University may confer Honorary Degree of D.Sc. or D. Lit. or other distinctions to the renowned and deserving personalities who have contributed in the areas of Education, Science, Fine Arts, Social Sciences, Technology, Drama, Games and Sports, Industries etc. in accordance with the following procedure:
 - a. All proposals for the conferment of Honorary Degrees shall be made by the Academic Council to the Board of Management and shall require the acceptance of the Governing Body before submission to the Chancellor for conferring the honour. However, in case of urgency, the Chancellor may act on the recommendation of the Board of Management and later on take the consent of the Governing Body.
 - b. If at the later stage, it is found that the honorary degree has been conferred to the non-deserving person by the University, then the same may be withdrawn by the University through the resolution passed by the two - third majority of the members of the Governing Body and the same as approved by the Chancellor.

STATUTE -24**Provision Regarding Fee to be charged from the Students**

1. The tuition fee payable by the student shall be such as may be fixed by the University from time to time subject to directive(s) as received from the Government of India / State Government / Regulatory Commission / UGC thereon. The fee structure and payment schedules shall be as declared in the Regulations after approval from the regulatory commission.
2. Other charges and fee shall be payable by the student as decided by the University from time to time. It shall include the following:
 - a. Students' Alumni Association Fee
 - b. Examination Fee for each semester
 - c. Internet Fee
 - d. Library Fee
 - e. Sports Fee
 - f. Training and Placement Fee
 - g. Hostel and / or Bus Fee
 - h. Caution Money
 - i. Issue of duplicate documents such as mark sheets, migration certificate, degree certificates, character certificate etc. However, the duplicate certificates will be issued as per the regulations laid down by the University.
 - j. Fee for the Health Services
 - k. Counselling Fee
 - l. Cultural Activities Fee
 - m. Fee for attending additional classes for improvement of grades or additional courses
 - n. Transcripts Fee
 - o. Innovation Cells, Industry visits, Educational Trips, Skill Set Aptitude and Personality Development etc.
 - p. Group Insurance Premium
 - q. Degree verification Fee
 - r. Any other fee provided and approved by competent authorities of the University
3. Tuition fee and other charges levied on the students shall be at the rates approved by the University from time to time and laid down in the ordinances, provided that where the statutory recognizing authority has prescribed a formula for determining the tuition fee and other charges, they shall be levied accordingly.
4. Other fee such as enrolment, migration certificate, transfer certificate etc. shall be charged at the rates approved by the University from time to time as laid down in the concerned Regulation.
5. Policies and directives of Central/State Regulatory bodies as applicable for the Private Universities established under the Act regarding the provisions for the fee to be charged from the students of Below Poverty Line family, Scheduled Castes, Schedule Tribes, Other Backward Classes, Physically Handicapped and other categories shall be applicable to the University.

STATUTE -25**Administration of Endowment/Corpus Funds for the Award of Fellowships, Scholarships, Medals and Prizes in the University**

1. The Board of Management may accept donations for creation of endowment fund in the University for the award of Fellowships, Scholarships, Stipends, Medals and Prizes of the recurring nature.
2. The Board of Management shall administer all the donations / endowments received.
3. The award shall be made out of the annual income accruing from the endowment.
4. Organization or the individuals intending to sponsor a fellowship, Scholarship / stipend or award / prize in the name of organization / individual, will be required to deposit an endowment with the University, whose annual Income shall be utilized for the payment of fellowships, scholarships, awards /prizes etc.
5. The Board of Management shall prescribe the conditions of depositing the endowment funds in secured instruments.
6. The value of endowment necessary for instituting an award shall be prescribed by the Board of Management.
7. The detailed terms and conditions for fellowships, scholarships, awards / prizes shall be laid down in the M.O.U. for each case.
8. In case, any endowment is accepted by the Board of Management, the Board shall make a regulation for it, giving such details as the name of the donor, name of endowment, initial value and the purposes of the endowment etc.
9. Approval of awardees of fellowships, scholarships, medals and prizes as per the specific Regulation (s) / Ordinance (s).
10. Approval for carrying the literary, science, research, fine arts or similar activities can also be granted from the endowment fund and shall be as laid down in the Regulations.

STATUTE - 26**Convocation**

1. The Visitor, and in his absence the Chancellor, shall preside over the convocation function of the University. In the absence of both, the Vice - Chancellor shall preside over the convocation function.
2. The University Convocation will be normally held every year for the award of the Degrees, Diplomas and other Distinctions.
3. The Convocation shall normally be held in the main campus of the University or at such other place as may be approved by the Governing Body.
4. The Academic Council shall frame University Regulations relating to the format of the Degree and Diploma, Documents, Certificates and Citations, their text, issuance of these documents in absentia, duplicate degree and the procedural details for conduct and holding the Convocation.
5. In case of awarding Honorary D. Sc. / D.Litt. degree to a top international dignitary special convocation may be held following the same procedure maximum two times in an academic year.

STATUTE -27
Admission of Students

1. Admissions

- a. The admissions in the courses offered by the University shall be open to all the candidates who fulfill the eligibility criteria and will be made strictly according to the eligibility criteria / rules as per government norms and respective regulatory body. The admission procedure will be completed before the commencement of the academic session or the last date of the admission decided by the Government or the concerned Regulatory Authority.
- b. Eligibility criteria for admissions shall be based upon the merit of the qualifying examinations / admission tests conducted by the University or by the State/National Bodies as decided by the University from time to time and eligibility as per the guidelines of the respective regulatory body will be followed. The Academic Council will consider the eligibility criteria, determination of the merit, concessions etc. and will decide / approve as the case may be, by the Regulations for Admission. The criteria will be notified in the Prospectus / Information Brochure / Website / Electronic Media of that Academic Session before the commencement of the admission procedure.

2. Admission Committee

- a. The Dean of the Faculty in consultations with the Head of the Departments of that Faculty shall appoint the admission committees duly approved by the Vice - Chancellor for making the admissions in undergraduate and post graduate courses offered by the various departments.
- b. Each committee shall comprise of:
 - i. The Head of the Department
 - ii. PG Coordinator of the Department
 - iii. Senior most Professor / Associate Professor / Assistant Professor in the Department
 - iv. One member from outside the Department nominated by the Vice - Chancellor.
- c. **Reservation of Seats** for Students below Poverty Line, Scheduled Castes, Schedule Tribes, Other Backward Classes, Physically Handicapped, Minority Students belonging to the Jain Community, Management Quota, and other Categories.
 - i. Policies and directives of Central / State regulatory bodies as applicable for the Private Universities established under the Act regarding admission including the regulation of reservation of seats, especially for the students of Below Poverty line family, Scheduled Castes, Schedule Tribes, Other Backward Classes, Physically Handicapped and other categories shall be applicable to the University.
 - ii. Seats for admission in the university for the students belonging to Scheduled Castes, Scheduled Tribes, Other Backward Classes, Women, Physically Handicapped Students, Children of Defence Personnel,

- other specified categories including Jain Minority Community shall be reserved primarily as per law/Constitution of India and other specified categories shall be reserved primarily as per the policy of state government and as prescribed in the Act 2007 and as amended from time to time.
- iii. Number of seats in different programs of study in the University, including reserved category seats if any, shall be approved by the Board of Management from time to time in accordance to the guidelines / approval given by the respective regulatory bodies / National Bodies / State Government as the case may be. Further, 15% supernumerary seats shall be made available for the candidates belonging to foreign nationals / non-resident Indians, as required. The Sponsoring body reserves the right to recommend reserved seats for the Jain Minority Community and set a management quota.
 - iv. If the candidates belonging to any reserved categories are not sufficient in numbers on the specified date for admissions, the vacant seats will be offered to the candidates in the general category according to the eligibility criteria.

STATUTE – 28

Annual Report

1. The Annual Report of the University shall be prepared by the Registrar for the consideration and approval of the Board of Management.
2. The Annual Report shall consist of two (2) parts
 - a. Activity Report highlighting the steps taken by the University for the Fulfillment of its objectives for which the Registrar shall be responsible and
 - b. The Chief Finance and Account Officer (CFAO) shall prepare the financial report for the financial year.
3. The Report along with Audited Accounts shall be placed for approval of the Governing body once approved by the Board of Management.
4. A copy of the Annual Report shall be presented to the Visitor, the Sponsoring Body, the Chancellor and the Regulatory Commission by the Registrar with University seal and signatures.
5. The Annual Report is a public document and shall be available on the website of the University, after the presentation to the Visitor.
6. The Board of Management shall, thereafter, send a copy of the Annual Report to the Member Secretary and the Governing Body shall, ensure that the same is placed before the meeting of Governing Body for approval.
7. The Annual Report after the approval by Governing Body will be submitted to the Sponsoring Body.

STATUTE -29

Resignation

Any resignation rendered by any employee shall be processed as per the Regulations prescribed (Three Month / One Month Prior Notice as decided by committee) for the purpose.

STATUTE -30**Disciplinary Action against Teachers**

1. Whenever, there is a complaint of misconduct against the Faculty member, the Vice-Chancellor shall constitute a factfinding committee and if necessary, based upon the recommendations of this committee, may institute an Enquiry Committee to enquire the whole matter.
2. Based upon the Enquiry Committee's report, the Vice - Chancellor may decide the course of action including suspension depending upon the severity of the misconduct. However, for taking action to the extent of termination of the teacher concerned, the Vice-Chancellor shall further report the matter to the services of Board of Management for approval. The decision so taken shall be the final.
3. An appeal against any action can be made to the Chancellor or his/her nominee within 30 days from the date of receiving of the communication of such order.

STATUTE -31**Disciplinary Action against Non-Teaching Employees**

1. Where there is an allegation of misconduct against a non-teaching employee, the Registrar shall constitute a factfinding committee and if necessary, based on the factfinding Committee's recommendations, may institute an Enquiry Committee for the purpose.
2. Based on the Enquiry Committee's report, the Registrar may decide the course of action including suspension depending on the severity of the misconduct. However, for taking action to the extent of termination of the services, the Registrar shall report the matter to and seek consent of the Vice - Chancellor whose decision will be final.
3. An appeal against any action can be made to the Chancellor or his/her nominee within 30 days from the date of passing such order.

STATUTE -32**Appointment of Examiners**

1. The Vice - Chancellor shall appoint examiners for holding examinations in theory, practical, dissertation, etc. as required other than Ph.D., on the recommendation of Examination Committees of the concerned subject.
2. The Departmental Council constituted, shall prepare and submit a panel of examiners to the Examination Committee for theory papers, practical and dissertation examinations, to be held in different courses of study offered by the Department, during each semester.
3. Ordinarily no person will be appointed as an examiner in the University unless his name is approved and included in the panel of examiners by the Departmental Council.
4. The qualifications for the inclusion of names in the panel of examiners and other norms for appointment of examiners in the University shall be prescribed in the Ordinance.
5. Moderators when felt necessary will be appointed by the Vice -Chancellor.
6. The Vice - Chancellor will also approve the appointment of tabulators and checkers for each academic year.
7. The Vice - Chancellor shall declare results of various examinations conducted by the University on the advice of the Results Committee. The Committee shall consist of following members:
 - a. Dean of the faculty
 - b. Head of the department
 - c. Chairman Board of studies
 - d. One senior professor of the subject
 - e. One professor nominated by the Vice Chancellor
8. A separate ordinance shall provide the rules and regulations to examine the M.E. / M.Tech. dissertations and Ph.D. Thesis, and also the rates of honorarium to be paid to the Examiners for the same.
9. Conditions of Appointment as Examiner
 - a. No person shall act as paper setter or examiner either in the theory or viva-voce or practical examination if any of his relations is appearing in the concerned examination.
 - b. No person shall act as a moderator or tabulator for any examination if any of his relation is appearing / has appeared at that examination.

STATUTE - 33**The Proctorial Board**

1. There shall be a Proctorial Board to maintain the discipline amongst the students of the University. The Board shall consist of the following members:
 - a. The Chief-Proctor - Chairperson
 - b. A Professor nominated by the Vice - Chancellor
 - c. Dean Student Welfare convener
 - d. All Proctors
 - e. All Wardens of the Hostels and
 - f. One student nominated by the Vice - Chancellor from the Students Council.
2. The Chief Proctor and the Proctors shall be appointed by the Vice - Chancellor from the list of the teachers of the University.
3. The number of Proctors shall be determined by the Vice – Chancellor depending upon the enrolment of the student in the University.
4. The term of above appointments shall be that of three (3) years. However, it could be reduced by the Vice - Chancellor if the duties performed by an individual are found un-satisfactory.
5. **Powers of the Proctorial Board**
 - a. The Proctorial Board shall ensure that the students observe the Code of Conduct as laid down in the Rules and Regulations of the University.
 - b. Any violation of the Code of Conduct or breach of Rules or Regulations of the University by the student shall be treated as indiscipline and shall make the student liable for disciplinary action against him.
 - c. If a student commits a serious act of indiscipline, the Proctorial Board may recommend to the Vice - Chancellor for fine/warning letter his suspension for a period of one week or one or more semesters or the expulsion from the University.
6. **Duties of Chief Proctor**
 - a. To bring all the matters in the notice of the Vice - Chancellor before the consideration of the Proctorial Board.
 - b. To carry duties of maintaining the discipline among the students as laid down in the Regulations.

STATUTE - 34**Creation of New Authorities**

1. This Statute provides for the constitution, powers and duties of the authorities of the University, other than the Governing Body, Board of Management and the Academic Council.
2. The constitution, composition, powers and functions of the new authorities so created may as such be stated and recommended to the Governing Body, Board of Management, Academic Council and other statutory bodies for approval according to the need.
3. The procedure of constitution, tenure, quorum for nomination, election and continuance in the office of the members of the constituted authorities, including the filling of vacancies of the members and all such matters as may be deemed necessary, be provided in the concerned Statutes.
4. The powers and functions of such authorities are as prescribed in the concerned Statutes.

STATUTE – 35**Committees/Boards of the University**

1. Any authority of the University may appoint as many standing or special committees as it may deem fit and may appoint on such committees such persons as are not members of such authority.
2. Any committee appointed under clause (1) may deal with any subject delegated to it and before taking action, if any, shall seek confirmation of it from the authority appointing it.
3. Where any authority of the University is given power by the Act or Statutes to appoint committees, such committees shall, save as otherwise provided, consist of members of the authority concerned and of such other persons (if any) as the authority in each case as may think fit.
4. Anti-ragging committee will be formed as per the UGC guidelines.
5. Woman's Grievances Cell shall be formed as per the UGC guidelines.
6. SC/ST/OBC Grievances Cell shall be formed as per the UGC guidelines.
7. The Chancellor, Governing Body and Board of Management may constitute such committees, boards and panels with such terms of references as may be required for specific tasks to be performed by such committees and the constitution of such committees and their responsibilities shall be such as may be prescribed by constituting authorities and or the Statutes.

STATUTE -36**Departmental Council - Composition, Functions and Actions**

1. Each Department shall have a Departmental Council. The Departmental Council shall be a statutory authority.

2. **Composition**

The Departmental Council shall comprise of all Professors, Associate Professors and Assistant Professors of the Department.

3. **Meetings**

- a. The Head of the Department shall preside over the meetings of the Departmental Council and in his absence the senior most Professor/ Associate Professor of the Department shall preside over the meetings.
- b. The Departmental Council shall meet at least twice in a year and one-third of the total members of the council shall constitute the quorum.

4. **Duties and Functions**

The Departmental Council without prejudice to the powers conferred on other authorities shall consider the matters concerning to teaching and research work in the Department. The function and duties of the council shall be as follows:

- a. Shall constitute an equivalence committee in the beginning of the academic year to consider the admission of the students of other institutions / Universities, who wish to take the admission in the second or higher years of the study of courses offered by the Departments. The members of the committee shall be as follows:
 - i. The Head of the Department - Chairperson
 - ii. Two senior most teachers of the Department
 - iii. One nominee of the Dean of the Faculty
- b. The recommendations of the equivalence committee shall be placed for the approval of the Dean and the Vice - Chancellor before such admissions.
- c. Departmental Council shall recommend to the Board of Studies the courses and curriculum for its consideration.
- d. Shall prepare and submit the recommendations to the Examination Committee, a panel of examiners for appointment as examiners by the University.
- e. Shall recommend the purchase of books and journals for the Central and Departmental Library.
- f. Shall submit a list of names of experts for consideration of the Academic Council to prepare a panel of experts as provided in the Statutes.
- g. Shall submit such proposal as it may deem fit for the development of teaching, opening of special papers, starting / strengthening the Research Laboratories and for creation of new teaching positions in the Department to the Academic Council.
- h. The Departmental Council shall assign and arrange the resources and Faculty to execute as per UGC / NEP 2020/ NBA / NAAC following guidelines:
 - i. Defining the Departmental Program Educational Objectives (PEOs), their monitoring and redefining after every 4 years.
 - ii. Defining the Departmental Program Outcomes (POs) and their monitoring and redefining at regular intervals.

- iii. Defining the Course Objectives at the beginning of a course, and their monitoring and redefining after every 4 years through Monitoring Committees.
 - iv. Arranging Students Counselling regularly and allotment of Faculty counsellors.
 - v. Arranging departmental level Invocation and Induction Courses for Students.
 - vi. Arranging departmental level Induction Programs for New Faculty and Employees.
 - vii. Arranging yearly academic and administrative reports.
 - i. Undertake necessary steps on recommendations of Departmental Research Committee set up as per UGC regulations related to PhD; other PG courses after B.Tech. / B.E. / and after M.Sc. / M.A.
 - j. Prepare syllabi for Ph.D. course work as per the guidelines provided by the regulations.
 - k. Shall consider and recommend the posting of teachers in other Departments for teaching, to the Head of the Department.
 - l. Shall give its opinion / frame guidelines on ensuring quality education and all other academic and administrative matters not already covered above and other matters referred to it by the Vice - Chancellor / the Dean of the Faculty concerned.
 - m. Shall appoint Departmental Internal Quality Audit Committee, and other Committees, and also the in-charges / coordinators to help the Head of the Department in implementing the decisions on all policy matters as provided above.
4. The decision of the Council will be by majority. In case of a tie, the presiding officer shall have the casting vote.
 5. Where the Head of the Department finds difficulty in implementing the decisions of the Departmental Council, he shall refer the matter to the Vice - Chancellor with reasons, and the decision of the Vice - Chancellor shall be final.

STATUTE - 37

The Planning and Development Board

1. The Planning and Development Board shall consist of the Vice - Chancellor and not more than four members to be nominated by the Board of Management. The Vice - Chancellor shall be the Chairperson of the Board.
2. All the members of the Planning Board, other than the Vice - Chancellor, shall hold office for a term of three years.
3. The Planning and Development Board shall formulate and recommend appropriate plans for the development and expansion of the University, and in addition, it shall have the right to advise the Board of Management and the Academic Council on any matter which it may deem necessary for the fulfilment of the objectives of the University.
4. The board may constitute such committees as may be necessary for planning and monitoring the programmes of the University.
5. The Planning Board shall meet at such intervals as it deems fit to expedite the execution of the duly approved plans. However, it shall be necessary to meet at least twice in a year.
6. The recommendations of the Planning and Development board shall be presented in the Academic Council for necessary action.

STATUTE - 38**The Board of Affiliation**

1. The Board of Affiliation shall consist of the Vice-Chancellor and not more than five members to be nominated by the Board of Management. The Vice-Chancellor shall be the Chairperson of the Board.
2. A member of the Board of Affiliation other than the Vice-Chancellor shall hold office for a term of three years from the date on which he / she becomes a member of the Board.
3. Three members, exclusive of the Vice-Chancellor shall form a quorum for a meeting of the Board.
4. The procedure for considering proposals for affiliation shall be such as specified in the Ordinances as per the provisions made under the act and as per MPPURC and UGC guidelines.

STATUTE - 39**Recognition Committee - Constitution and Functions**

1. The University shall constitute a Recognition Committee consisting of following members to consider and recognize the certificates, degrees and other academic distinctions awarded by other Universities.
2. **Constitution**
 - a. The Vice-Chancellor - Chairperson
 - b. All the Deans of the Faculties
 - c. All the Head of Departments
 - d. Two Professors of the Faculty of the University
3. **Functions**

The committee constituted to recognize other Universities shall consider the criterion as stated below:

 - a. Normally, the University will recognize the Certificates, Diplomas, Degrees and Ph.D. awarded by other Universities which are being recognized by the UGC and are the members of the Association of the Universities. However, the requirement of recognition will not be applicable in case of the Degrees issued by the Institutes of the National importance such as the IITs, IIMs, NITs, IISC Bangalore etc.
 - b. In no case, any degree of any other University which does not satisfy above criterion shall be recognized including that of blacklisted Universities, by the UGC.
 - c. If any of the Universities does fall in one of the above categories and there is some doubt, the matter may be referred to the UGC. Such Universities shall not be recognized until and unless the UGC clearly states in writing the status of such doubtful Universities.
4. In the context of Foreign Universities, if not covered above, the guidelines issued by the UGC / Government of India shall be followed.

STATUTE - 40**Creation of Centers, Cells and Committees
for Quality Education and Accreditation Processes**

1. For the purposes of imparting Quality Education and Accreditation, the University shall create the following Boards, Cells, Centers, Committees as per UGC/NAAC/NBA Guidelines:
 - a. Training, Placement and Industrial Interaction Cell
 - b. Collaborations and MOUs Development Cell
 - c. Research and Innovations Development and Promotional Centre.
 - d. Information Technology and Knowledge Management Centre
 - e. Values and Ethics Development Cell
 - f. NSS and Community Services Centre
 - g. Internal Quality Assurance Cell (IQAC),
 - h. Environmental Consciousness and Green Audit Committee
 - i. University Academic and Administrative Yearly Audit Committee
 - j. University Academic Calendar Preparation and Monitoring Cell.
 - k. Publication Centre for Journal, Web and e-Contents, University magazine, Prospectus, Handbook, and Departmental wall magazines,
 - l. Equal Opportunity Cell
 - m. Gender Sensitization Cell
 - n. Health Centre
 - o. Daycare Centre
 - p. Women and Students Grievances Committee
 - q. Anti-Ragging Committee
 - r. Staff Welfare Committee
 - s. Entrepreneur Development Cell

STATUTE – 41**Creation of Chairs**

1. Establishment of the Professorial / Research Chairs for Creating Focused Seats / Institutions of Higher Learning.
 - a. A Chair may be established by the Government, Public Sector Undertakings, Autonomous Organizations, Universities, Trusts, Societies, Memorial Committees or similar organizations or an individual or a group of individuals for the furtherance of the objectives of the University.
 - b. The organizations or individual or group of individuals intending to establish the Chair may do so in the name of any person of eminence at the national and / or international level in the field of education, science, social sciences, arts, literature, religion, sports or any other field who has contributed to human progress and happiness.
 - c. The establishment of the Chair and the name in which it is proposed to be established will require the approval of the Board of Management.
2. In furtherance of the objective of the establishment of a Chair, the University -
 - a. Shall appoint a Professor in the appropriate discipline in the manner and terms and conditions laid in the M.O.U. approved while establishing the Chair.
 - b. Provided further that the appointment of the professor occupying the Chair would be on the basis of a contract for a period to be specified at the time of appointment, but not exceeding three years in the first instance.
 - c. May institute in the relevant areas of studies pertaining to the objectives of the establishment of the Chair, specified research fellowships, at the time of establishment of the Chair.
 - d. May establish and / or augment laboratory and library facilities depending upon the requirements of research studies associated with the establishment of the Chair.
 - e. May also engage supporting staff essentially required for realizing the objectives of the establishment of the Chair.
 - f. May also procure essential raw material and consumables in furtherance of the objectives of establishment of the Chair, provided that substantial funds are available for the purpose out of the interest earned from the donated amount, up to the limit specified in this statute. The staff so appointed shall help the University in other activities such as teaching and other duties, as applicable, as per the decision of the Vice-Chancellor.
 - g. The establishment of the Chair shall require one-time donation amounting to at least Rs.2.0 crore or as decided by the Board of Management, by the donor, which can be supplemented subsequently at his / their discretion.
 - h. The donation shall be deposited in the University Endowment/Corpus Fund and the amount of interest earned annually shall be utilized to compensate the expenditure to be incurred to the extent possible as per provisions given in act 2007.

STATUTE - 42**Selection Committees for Non- Teaching Positions**

1. Each of the Selection Committee for appointment to the posts of various categories of staff, other than the academic staff, shall consist of the following members:
 - a. The Registrar - Chairman
 - b. Nominee of Vice-Chancellor from among the Professors of the University
2. For the posts such as Deputy /Assistant Registrars, Librarian, Deputy / Assistant Librarian etc. or their equivalents, two outside experts may be nominated by the Vice-Chancellor.
3. The quorum for a meeting of a selection committee constituted, shall be three.
4. The procedures to be followed by the selection committees constituted under this statute shall, in making recommendations, be such as laid down in the Regulations.
5. If the Board of Management is unable to accept a recommendation made by a selection committee, it shall record the reasons for such non-acceptance and submit the case to the Chancellor whose decision in the matter shall be final.

STATUTE -43**Procedure of Appointment**

1. The suitability of the persons for appointments shall be assessed by scrutiny committee & the Experts in Selection Committee, if any.
2. The committee shall regulate its own procedure and submit its recommendations to the Vice-Chancellor in a sealed envelope who will place it before the Board of Management.
3. Under the special mode of appointment, a person may be appointed on contract basis on terms and conditions to be specified by Board of Management in each case, or on regular basis or taken on deputation.
4. Subject to completion of the satisfactory service by the person, if taken on deputation in the University, the Vice-Chancellor, with the prior approval of the Board of Management may offer the person concerned regular appointment in the University.

STATUTE -44**Conditions of Service of Employees**

1. The University shall enter into a written contract of service with every employee of the University appointed on regular basis or otherwise and the terms and conditions of the contract shall not be inconsistent with the provisions of this Act, the Statutes and the Ordinances.
2. A copy of the contract referred to in the Clause (1) shall be lodged with the University and a copy thereof shall also be furnished to the employee concerned.

STATUTE - 45**Terms and Conditions of Service and Code of Ethics
for Teachers and Other Academic Staff**

1. All the employees of the University shall be governed by the service rules and the code of conduct and ethics as specified by the Statutes, Ordinances and the Regulations.
2. Each Teacher when joining the University Service has also to sign a Code of Conduct and Ethics specified in the Regulations which includes the UGC regulations for the Code of Conduct and ethics for the University Teachers.

STATUTE - 46**Tribunal Arbitration**

1. Any dispute arising out of a contract of employment and Regulations, between the University and the employee shall be referred to a Tribunal of Arbitration which shall consist of one member nominated by the Board of Management, one member nominated by the employee concerned and an umpire to be nominated by the Chancellor.
2. Every such reference shall be deemed to be a submission to arbitration on the terms of this section within the meaning of the Law of Arbitration as in force, and all the provisions of that Law shall apply accordingly.
3. The procedure for regulating the work of the Tribunal of Arbitration shall be such as may be prescribed in the Regulations of the University.
4. The decision of the Tribunal of Arbitration shall be final and binding on the parties, and no suit shall lie in any court in respect of any matter decided by the Tribunal.

STATUTE - 47**Naming of Institutions, Buildings or Academic Blocks etc.**

1. The organizations or individual intending to name a laboratory, library, workshop or a computer centre etc. could propose the name of any person of eminence at the national and / or international levels in the field of education, science, social science, arts, literature, sports or any other field, who in the opinion of the Board of Management has contributed or may contribute to human progress and happiness.
2. The value of the benefactions made, shall however commensurate with the total worth of the Asset proposed to be named and shall not be below Rs. 2.0 crore, one time or as decided by the Board of Management.

STATUTE - 48
University Fund

1. The University Fund shall be kept in several accounts as may be approved by the Board of Management.
2. The Vice-Chancellor shall nominate an officer and / or the CFAO who shall have authority to operate the account of the University Fund with the permission of Chancellor.
3. All necessary expenditure will be permitted by Chancellor and Pro Chancellor subject to provisions of the Act and the Statutes.
4. There shall be detailed running audit or otherwise of the accounts of the University by the auditors appointed by the Chancellor in accordance with the provisions of the Act.
5. The Board of Management shall take all steps to submit the Annual Accounts and balance sheet of the University, duly audited in the manner prescribed by the Act and the Statutes, to the Governing Body and other bodies as required, at least four weeks before the date fixed for the annual meeting of the Governing Body.
6. The Board of Management shall take all the steps to have the Annual Report without Annual Accounts as stated above, of the University prepared under its directions as provided in the Act and the Statutes for submission to the required bodies at least four weeks before the date fixed for the annual meeting of the Governing Body.
7. After auditing, the accounts shall be printed in prescribed format. True copies of such accounts together with the copies of audit report shall be submitted by the Board of Management to the Governing Body.
8. Financial Estimates
The Board of Management shall prepare the financial estimates for the ensuing year at least eight weeks before the date fixed for the annual meeting of the Governing Body and shall as soon as possible send a copy of the financial estimates thus prepared to the address of each member of the Governing Body and the Chancellor.